



2022-23 Unified Champion Schools Memorandum of Understanding

Special Olympics Pennsylvania and Canton Jr/Sr High School

This Memorandum of Understanding summarizes the partnership between Special Olympics Pennsylvania (SOPA) and Canton Jr/Sr High School for the Unified Champion Schools (UCS) program designed to lead to more inclusive and accepting school environments. The three components are Interscholastic Unified Sports, inclusive youth leadership, and whole school engagement.

These programs will be offered in Canton Jr/Sr High School, and the length of the agreement is from the date of the signing of this MOU through June 30, 2023.

Special Olympics Pennsylvania

During the 2022-23 school year, Special Olympics Pennsylvania will provide funding support, technical guidance through dedicated staff, and resources to Canton Jr/Sr High School. These will support the Unified Champion Schools program which consists of Interscholastic Unified Indoor Bocce, inclusive youth leadership, and whole school engagement activities.

- Expenditures covered include:
 - Unified Indoor Bocce coach stipend of \$1,000 payable to the school district to be distributed among one or more coaches
 - Up to three Unified Indoor Bocce replacement competition polo shirts and (if needed) one coach's shirt with the high school's name and colors to supplement the current inventory. The school is responsible for the secure storage of the bocce court, equipment, and all uniforms for use in future years, and agrees to replace any missing equipment or uniforms.
 - Training and resource materials on youth leadership, whole school engagement activities, and Unified Sports
 - Spread the Word Inclusion awareness campaign promotional materials and supplies
 - If the school's team advances to the Unified Indoor Bocce State Championships, all housing, meals, and onsite costs are paid by SOPA. (The school is responsible for providing bus transportation.)
- SOPA will provide technical guidance and resource support to ensure the successful implementation of the Unified Champion Schools program components. These include:
 - Unified Sports® training course conducted for coaches and other interested personnel, including resource guides and access to free online materials.
 - SOPA staff member assigned to your high school to serve as a dedicated liaison for Unified Sports coaches, faculty advisors, and youth leaders.
 - How to conduct a minimum of three whole school engagement activities during the year aimed at promoting inclusion, raising awareness, and improving overall school climate. This includes materials and guidance on conducting a student-driven respect and awareness campaign entitled "Spread the Word Inclusion." SOPA staff support also will be offered to students and faculty advisors when needed.
 - Strategies and resources for the inclusive youth leadership Unified Club.
 - Access to extensive online videos, instructional materials, and best practices from schools around the country and in Pennsylvania.

Canton Jr/Sr High School

Canton Jr/Sr High School agrees to the following in support of the Unified Champion Schools (UCS) program:

- Abide by the requirements outlined in this Memorandum of Understanding and any applicable Special Olympics Pennsylvania policies, sports rules, and program deadlines
- Ensure school's teacher/chaperone to student ratio policies are adhered to at all times. If the school decides to participate in an overnight travel event, there is a required 4:1 student to chaperone ratio. Additionally, any overnight events will follow SOPA's Housing Policy governing room assignments (available at www.specialolympicspa.org).
- Ensure background checks are completed for all coaches and volunteers in accordance with Pennsylvania's state legal requirements. School will provide a copy of its background check policy to SOPA if requested. The head Unified Indoor Bocce coach is hired by October 1.
- **Interscholastic Unified Sports:** Have a high school Interscholastic Unified Indoor Bocce team which has a proportional number of Special Olympics-eligible athletes (defined as students with an intellectual disability, cognitive delay, or developmental disability including different types of autism) and students without an intellectual disability. Only students enrolled in the 9th-12th grades are eligible, including any up to the age of 21 receiving services from the school district.
 - The team practices after school a minimum of twice a week for 10-11 weeks. First practices begin the week of November 21 and the regular season ends the first week of March (depending on the date of the regional championships). This aligns with the Pennsylvania Interscholastic Athletic Association winter sports season.
 - Additionally, the high school's Unified Indoor Bocce team participates in a minimum of four competitions which include a culminating county or regional championship event. The school district is responsible for providing transportation for the competitions.
 - Coaches are required to complete the free Special Olympics Unified Sports online course and attend the Unified Indoor Bocce in-person training. They also agree to fulfill the responsibilities in the SOPA coach's job description.
- **Inclusive Youth Leadership:** There is a structured inclusive youth leadership club led by students with and without intellectual disabilities. It may be a new Unified Club or an existing group. This club meets at least once or twice per month and organizes activities to improve school climate, and promote acceptance and respect. Additionally, four students and a teacher attend a five hour Youth Summit conducted by SOPA on a school day to learn about inclusive leadership.
- **Whole School Engagement:** Have a minimum of three whole school engagement activities which are organized by students and focus on inclusion, respect, and improved school climate. Technical support will be provided by SOPA staff, as well as funding resources for materials as defined in the previous section.
- Ensure success through the involvement and support of the high school's principal, athletic director, special education director, teachers, and staff for the UCS program.
- Complete and submit mid-term and year-end reporting requirements for a United States Department of Education Unified Champion Schools grant that provides partial funding support.



9/28/22

Matt Aaron
President and CEO
Special Olympics Pennsylvania

Date

Signature

Date

Name: _____

Title: _____

For Canton Jr/Sr High School

WW 9/30/22
Bd App 10/13/22

MEMORANDUM OF UNDERSTANDING
Unified Champion Schools
Supervisor's Stipend

The parties to this agreement, the Canton Area Education Association (hereby referred to as Association) and the Canton Area School District (hereby referred to as District) agree to the following Memorandum of Understanding to the contract between the Association and the District, effective July 1, 2022 and shall sunset June 30, 2023:

Whereas: The District intends to participate in the Unified Champion Schools Program which offers a limited number of students to participate in a competitive, adaptive athletics league. The team will be comprised of an equal number of students with disabilities and students without disabilities.

Whereas: The District, in participating in the Unified Champion Schools Program, has entered into a Memorandum of Understanding to provide one thousand (\$1,000) per year to be distributed entirely to all supervisors, split into equal shares, if more than one.

Therefore: It is agreed that the supervisor(s) will each submit a co-curricular pay request, which the sum of all shall not exceed \$1,000, at the end of the fiscal year in which the district participates in the Unified Champion Schools Program.

Randall W. Foye
Association Signature

9/27/22
Date

District Signature

Date

WW 9/30/22
Bd App 10/13/22

CANTON AREA SCHOOL DISTRICT

“WARRIOR PRIDE”

ADMINISTRATIVE OFFICES

509 East Main Street - Canton, PA 17724
Ph: (570) 673-3191 Fax: (570) 673-3680

OFFICE OF SUPPORT SERVICES

545 East Main Street - Canton, PA 17724
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CANTON AREA ELEMENTARY SCHOOL

545 East Main Street, Canton, PA 17724
Ph: (570) 673-5196 Fax: (570) 673-7929

CANTON JR. SR. HIGH SCHOOL

509 East Main Street, Canton, PA 17724
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Canton Area School District

Local Advisory Committee

September 27, 2022

[Join Zoom Meeting](#) - Meeting ID: 998 3777 4349 - Passcode: 928572

- I. Call to Order: **6 PM on September 27, 2022**
- II. Welcome and Introduction of Members by Dr. Amy Martell - Superintendent
- III. LAC Attendance

	Jay Good, Goodview Farm Dairy	P	Amy Martell, Superintendent
P	Gary Ferguson, Farmer and Bus Driver		Donnie Jacopetti, Principal
	Dave Rockwell, Owner Rockwell Feed		Jessica Watson, Guidance
P	Tricia Jackson, Troy Veterinary Clinic	P	Dr. Crawford Holmes, retired veterinarian
	Scott Snow, Industry	P	Maureen Martz, FCCLA advisor
	Laura Driscoll, Registered Nurse/Alumni		Kristin Page, Canton FFA Alumni President
P	Kristin Pepper, Alumni		Joe Engel, Asst. District Forester
	Kevin Brown, Conservation District	P	Rich Gulyas, Mt Pisgah State Park
P	Tony Liguori, DEP	P	Jody McCarty, Workforce Development
	Cheyenne Bastian-Brown, Alumni		Jerikah Gilliland, Registered Nurse/Alumni
P	Lucas Drever, FFA Member and CHS Student		Brooke Ostrander, Troy FFA advisor
	Nathan Schanbacher, Southern Tioga SD		Frank Watson, Business
	Barb Knapp, Northern Tier Planning		Mason Tate, Bradford County Extension
	Camille McRoberts, Secretary	P	Tom Hojnowski, Canton FFA advisor
P	Bill Holland, School Board		Laura Hensler Jansen, Penn Tech Professor
P	Mark Jannone, Business Manager	P	Caleb Jackson,

IV. Facility Tours - Review LAC Handbook 2022-2023

V. Approval of LAC Minutes - December 20, 2021

Motioned	Dr. Crawford Holmes	Seconded	Mr. Gary Ferguson
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***The motion passed**

VI. Approval of OAC Members

Motioned	Mrs. Kristin Pepper	Seconded	Mr. Rich Gulyas
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***The motion passed**

VII. Old Business

a. Unknown

VIII. New Business

- a. CASD Vo-Ag Overview Presentation – T. Hojnowski
- b. 2022-2023 Budget – M. Jannone
- c. HPO – High Priority Occupations – A. Martell
- d. Carl D. Perkins Grant
- E. SUNY Cobleskill Articulation Agreement
- G. Chairperson of OAC

Motioned	Mr. Tony Liguori	Seconded	Mr. Gary Ferguson
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***The motion passed**

IX. Discussion and Recommendations - School to Work Grant Pasa

X. Adjournment- 6:30 PM

Motioned	Mr. Bill Holland	Seconded	Mr. Tony Liguori
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***The motion passed**

****Next Meeting will be scheduled for May 17, 2023 at 6:00 pm in Mr. Hojnowski's Classroom CHS.**

Facility tours and review of the LAC Handbook were foregone. Amendments were made to the list of OAC members; Jody McCarty replaces Frank Thompson, and Mr. Caleb Jackson is added. There was no old business to discuss.

New Business:

VO-AG Overview: Mr. Hojnowski ... This was moved to the OAC meeting that follows.

Budget Overview: Mr. Jannone... 11 bus trips last year of 13 buses for \$3,000 last school year. The rest of the expenditures of the program are salary and benefits. What we derive from CTE is about \$18,000 per year. FFA spends way more than we get -

joking with Mr. Hojnowski. Mr. Hojnowski is a science teacher who does FFA and this is well worth the investment for the kids as this is a great program and Mr. Hojnowski is a dedicated teacher. Funding has decreased over the years, no cause of the program but of the cuts to CTE in the state level. Reimbursable numbers have dropped.

HPO Documentation: Dr. Martell shared the HPO (High Priority Occupations) listing for the Northern Tier. Dr. Martell explained that the HPO are the rankings of the current and projected jobs of the Northern Tier region. The Northern Tier region includes Bradford, Sullivan, and Tioga Counties. Jody McCarty explained that this comes through the office of Northern Tier Regional Planning and Development. We can position to have occupations added. We do have a lot of training areas that petition to have added to the HPO.

~~Carl D. Perkins Grant~~ - not available to CASD at this time - Dr. Martell likes to keep this agenda item in front of us as a reminder that we could be eligible for this in the future with further CTE development.

SUNY Cobleskill Articulation Agreement - Dr. Martell shared the articulation agreement which allows for completers of the program to get direct equivalent courses 1) ORTH 105 - Introduction to Horticulture and 2) AGBU 100 - Beginning Agriculture Business. This agreement will expire 1/2023. Mr. Hojnowski and Dr. Martell are actively working to renew this agreement.

Kristin Pepper was nominated and approved to be the new OAC chairperson.

General Discussion: Jody McCarty explained the School to Work Grant Pasa Diversified Vegetable pre-apprenticeship program and pre-apprenticeship program not as structured or rigorous. PAsmart Apprenticeship Grant more structured program. They link the farm and apprentice together. Question: are these paid positions? Jody, they have to be paid and an employee of the farm. They would have to do 225 hours of on-the-job training. Could be one farmer or could be several farmers, summer apprenticeship. Graduate requirements 158 this could be a source for some of our students.

Mr. Holland: We are fortunate to have Mr. Hojnowski in this program. He is conscientious and great for students in our school district and community. Secondly, I'd like to see a few more farmers on this list or folks in the agricultural field.

Next Meeting: The next meeting will be held on May 17, 2023 at 6:00 pm. We will be starting in Mr. Hojnowski's classroom.
Adjourned at 6:31 PM.

Respectfully Submitted,
Lucas Drever

WW 9/30/22
Bd App 10/13/22

Developing Future Special Educators Pre-Implementation Survey:
<https://calder.limesurvey.net/894393?lang=en>



- **What is this survey?**
 - This survey, developed by the American Institute of Research (AIR), is designed to measure the impact the experiential learning opportunity (ELO) has on the participating students. The purpose of the survey is to learn what students know about careers in special education, working with students with disabilities, and their likelihood of pursuing a career in special education before and after they participate in the ELO.
 - The survey is a grant requirement and must be completed for each ELO for grant funds to be released.
- **When should the survey be administered?**
 - The survey, which takes approximately 15 minutes to complete, is to be given PRIOR to the start of the ELO.
 - Ideally, it would be given on the first group meeting of the students. Providing them time, during that meeting, to complete the survey.
 - If your ELO begins next semester – you will administer it at that time.
- **Who should administer the survey?**
 - The survey should be given by the person(s) overseeing the ELO. If persons need additional assistance or guidance in understanding the survey, please have them contact the PaTTAN consultant.
- **Who completes the survey?**
 - The survey is to be given to the targeted students who are the aspiring future special educators – those who are supporting, assisting, and/or working with students with disabilities as well as the students who are taking courses, going on field trips, etc.
- **What if our grant site has more than one ELO?**
 - A survey is required to be administered for each ELO.
 - Even if the same students are participating in more than one ELO, they are required to complete a new survey.
- **Will a post-implementation survey need to be administered?**
 - Yes – a post-implementation survey, given to the same group of students, will be required at the end of the ELO.
 - The post-implementation survey will be slightly different from the pre-implementation survey and will be forwarded onto grant coordinators for distribution once it is finalized.
- **Are there any survey questions that students may need assistance with?**
 - The first question of the survey is “where do you currently go to school” – the list includes the awarded grant sites. All students participating in ELOs are associated with grant sites. If the students do not attend one of the schools – they are to select the grant site school.
 - Contact the grant coordinator for the specific grant site school if you were not provided one.

LWN 9/23/22
Bd App 10/13/22

SERVICE AGREEMENT

NORTHERN TIER COUNSELING, INC.
AND
CANTON AREA SCHOOL DISTRICT
September 13, 2022

NORTHERN TIER COUNSELING, INC. (NTC) and CANTON AREA SCHOOL DISTRICT (CASD) agree that NTC will provide a Mental Health Professional to CASD. The Mental Health Professional will work for the School District, Monday – Friday 8:00am-4:00pm for the 2022-2023 school year. A Mental Health Professional (MHP) will be defined as someone who holds a degree in the field of Social work or Counseling.

The onsite services will include but not be limited to assessment and evaluation, group therapy, therapeutic treatment & crisis interventions, family counseling, and any requested prevention, education, that the school feels is needed for their students.

Services would occur on the campus of the Canton Area School District.

The 2022-2023 school year contracted rate for Mental Health Professional services provided by NTC is as follows:

If NTC has a BHW who has a bachelor's degree only, the monthly rate per month will be \$7,000, billed monthly to CASD, starting on hire date until the end of the 2022-2023 school year. A full school year contract would total \$70,000 billed over the 10 months of the school year for a bachelor's staff. If NTC has an MHP who has a master's degree only and is license eligible the monthly contracted rate will be \$7,500 per month and will be billed to the CASD on a monthly basis over the remaining months of the school year starting upon hire date. A full school year contract would total \$75,000 billed over the 10 months of the school year for a Master's level staff. If NTC has an MHP with a license in place in this contracted position the monthly fee will be \$8,500 per month, and will be billed to the CASD on a monthly basis over the remaining months of the school year. A full school year contract would total \$85,000 billed over the 10 months of the school year for a licensed staff. If NTC's employee acquires their master's or a license during the school year, the monthly rate will increase to the corresponding monthly rate level. Proper notice will be given the school district with any changes in the employee's status. Payment for services is expected within 30 days from receipt of bill.

If additional time is needed beyond Monday-Friday 8:00am-4:00pm the Canton Area School District will request this to NTC with two (2) weeks' notice of the needed change in hours.

In carrying out this agreement, the Mental Health Professional will comply with all relevant HIPAA, Family Education Rights and Privacy Act (FERPA), and NTC Policy and Procedures related to client confidentiality and Mandated Reporting requirements. Said employee will follow all school policies and procedures as well.

Effective dates of this agreement are July 1st, 2022- June 30th 2023. Both parties understand that the end day of the contract will follow the Canton Area School calendar based on weather delays and cancellations.

During the administration of this contract, CASD or Northern Tier Counseling, Inc. holds the right to at any time to review the effectiveness and fidelity of the services being provided to Canton Area School District by the Mental Health Professional to ensure the Mental Health Professional's role and responsibilities are being carried out in the spirit in which they were intended.

Termination of this contract from either party should be done in writing and would allow 30 days' notice.

Amy Martell

CASD School Superintendent

Amy Carr LSW, Clinical Director

Northern Tier Counseling, Inc.

Paul DeNault President, CEO

Northern Tier Counseling, Inc.



ARP ESSER Health and Safety Plan Guidance & Template

Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
 - a. Universal and correct wearing of [masks](#);
 - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
 - c. [Handwashing and respiratory etiquette](#);
 - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
 - e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
 - f. [Diagnostic](#) and screening testing;
 - g. Efforts to provide COVID-19 [vaccinations to school communities](#);
 - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
 - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

Additional Resources

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

Health and Safety Plan Summary: **Canton Area School District**

Initial Effective Date: **6/10/2021**

Date of Last Review: **8/15/2022**

Date of Last Revision: **8/15/2022**

1. **How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?**

The Canton Area School District will continue to implement, to the maximum extent possible, prevention and mitigation efforts, and develop policies and procedures that are aligned with the health and safety guidance from the Centers for Disease Control, Pennsylvania Department of Health, and the Pennsylvania Department of Education in order to ensure a safe reopening of schools for any summer programming and re-entry into school for the **2022-2023** school year.

2. **How will the LEA ensure continuity of services, including but not limited to services to address the students’ academic needs, and students’ and staff members’ social, emotional, mental health, and other needs, which may include student health and food services?**

The Canton Area School District will continue to monitor the allocation of resources to students and families while the students are in school and within the community. The district will use ESSER funds to address the unfinished learning needs of our students both academically and socially/emotionally. The district has partnered with the local Ministerium to continue with a food program for our students throughout the summer months until the start of school next fall. Additional resources will be added to the budget over the next three years to address the effects that the pandemic has had on students within our district.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
a. Universal and correct wearing of masks ;	As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will allow students, staff, and visitors to voluntarily wear masks-unless they are completing a quarantine as a close contact and still attending school. The district will collaborate with state department of health officials, as needed,

ARP ESSER Requirement	Strategies, Policies, and Procedures
	to determine any large-scale need for universal wearing of face masks and will enforce any state mandated orders pertaining to face masks.
b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);	As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will promote physical distancing to the maximum extent possible.
c. Handwashing and respiratory etiquette ;	As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will promote proper handwashing and respiratory etiquette by continuing to display signs/education materials. The district will also make public service announcements in the schools, encourage the school nurses to promote proper handwashing and respiratory etiquette, and encourage all other employee groups to promote proper handwashing and respiratory etiquette when practicable and appropriate.
d. Cleaning and maintaining healthy facilities, including improving ventilation ;	<p>As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will continue to assess and replace HVAC filters when necessary.</p> <p>The district installed air ionizers which will eradicate any living viruses, spores, or molds that could be present in the air.</p>
e. Contact tracing in combination with isolation and quarantine , in collaboration with the State and local health departments;	<p>Consistent with Title 28 Pa. Code Chapter 27, the CASD will exclude from school any student or staff who are showing symptoms of COVID-19 or who have tested positive. Students and staff who exhibit symptoms of COVID-19 but do not test positive will be excluded from school until they are fever free, without medication, for at least 24 hours.</p> <p>Students and staff who test positive for COVID-19 will be excluded from school for a minimum of 5 days. Positive COVID-19 students and staff cannot return until they are fever free, without medication, for at least 24 hours on or after day 5. Face coverings will be required on days 6-10 for students and staff who test positive for COVID-19.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>Household close contacts who live with a positive COVID-19 case and cannot isolate from the positive case will be required to quarantine for 5 days. The household close contact can return to school wearing a face covering on days 6-10.</p> <p>If parents / guardians, upon notice of exposure, decide to exclude their student, absences for the dates of quarantine will be legal / excused.</p>
<p>f. Diagnostic and screening testing;</p>	<p>As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will promote diagnostic and symptom screening by parents/students/employees who are symptomatic or have suspicion of COVID-19 exposure prior to arriving at the school campus and school buildings.</p>
<p>g. Efforts to provide vaccinations to school communities;</p>	<p>This district does not provide vaccinations to students and staff and will not consider being a host to a vaccination clinic.</p>
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will provide reasonable accommodations, as appropriate, to students with disabilities with respect to health and safety strategies.</p>
<p>i. Coordination with state and local health officials.</p>	<p>As it pertains to the SARS-CoV-2 pandemic, the Canton Area School District will participate in collaborative efforts with local and state health officials who desire coordination related to responses to the pandemic, when contacted directly.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Canton Area School District** reviewed and approved the Health and Safety Plan on **August 15, 2022**

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **October 13, 2022**

By:

(Signature of Board President)*

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.

WW 9/16/22
Bd App 10/13/22

**Memorandum of Understanding
Between
Canton School District
And
Northern Tier Regional Planning and Development Commission**

WHEREAS, the Northern Tier Regional Planning and Development Commission (NTRPDC) Workforce Development Board is the lead applicant and Fiscal Agent for the implementation of Business Education Partnership across the Northern Tier region;

WHEREAS, the Northern Tier Regional Planning and Development Commission will serve as the regional coordination entity and fiscal agent and therefore employ, receive, manage, monitor and be accountable for all funds under the Grant in the same manner as during the 2022-23 school year.

NOW, therefore, it is agreed as follows:

- A. NTRPDC will:
1. Serve as the employer of record for the Career Coach and adhere to all policies, procedures, regulations as outlined in the Business Education Partnership grant with the PA Department of Labor and Industry and NTRPDC.
 2. Hire, oversee, evaluate, and coordinate the Career Coaches' efforts.
 3. Coordinate with each school district regarding the role of the Career Coaches.
 4. Provide written fiscal and program reports to the Commonwealth as required.
- B. School Districts agree to:
1. Support the Career Coaches' efforts in each school by providing a space to operate as deemed necessary by the school. Additional support is determined in coordination with the coach and can include, but is not limited to, determining the goals of the coaches, the grades levels with whom to serve, technological or phone access, staff assistance with scheduling, student tracking, career folders, assessments, support for career awareness events as agreed to in cooperation with the coaches.
 2. Recognize the Career Coach is an employee of NTRPDC. The Career Coach will provide service that assists in accomplishing goals and objectives aligned with the BEP program.
 3. Communicate with NTRPDC regarding expectations of the Career Coach, progress and obstacles.
 4. Place a value of at least \$3,750 on the in-kind services provided to the program.



312 Main Street, Towanda, PA 18848 USA

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The NTRPDC, along with all of the partners, will work in conjunction to support, promote, and make every effort to create a successful project.

This Agreement shall be made effective as of September 1, 2022 and shall expire on June 30, 2023 unless mutually terminated or extended.

NORTHERN TIER REGIONAL PLANNING AND DEVELOPMENT COMMISSION: By <u>Melissa L. Steining</u> Title <u>Deputy Director</u> Date <u>9/13/22</u>	Canton Area School District: By _____ Title _____ Date _____
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WW 9/15/22
Bd App 10/13/22

**Canton Area School District
Resolution**

**A RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE CANTON
SCHOOL DISTRICT AUTHORIZING THE WAIVER OF ADDITIONAL CHARGES
FOR THE LATE PAYMENT OF REAL ESTATE TAXES IN CERTAIN
CIRCUMSTANCES TO COMPLY WITH ACT 57 OF 2022**

WHEREAS, the Canton School District (School District”) is a taxing district as defined in the Local Tax Collection Law, 53 Pa. C.S. § 8001 *et seq.*;

WHEREAS, the School District adopts its annual budget on or before June 30 of each year, and issue its real estate tax bills thereafter on or about July 1 of each year;

WHEREAS, the real estate tax bills provide for payment by certain dates of either the discount, face and/or penalty amount depending on the date when such payment is made;

WHEREAS, from time to time there may be errors and/or delays with the distribution and/or delivery system of real estate tax bills and property owners may not receive their real estate tax bills and/or do not receive them in a timely fashion; and

WHEREAS, Act 57 of 2022 amended the Local Tax Collection Law to authorize, in limited and certain circumstances, for the waiver of additional charges and other forms of relief for taxpayers’ late payment of the face amount of real estate taxes; and

WHEREAS, Act 57 of 2022 requires the School District to adopt a resolution to require its real estate tax collector(s) to waive additional charges for real estate taxes, subject to a taxpayer’s compliance with the requirements Act 57 of 2022, beginning July 1, 2023 and each tax year thereafter.

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of Canton School District, as follows:

1. Definitions. In compliance with Act 57 of 2022, the following terms shall be defined as:
 - a. “Additional charge” shall mean any interest, fee, penalty or charge accruing to and in excess of the face amount of the real estate taxes as provided in the real estate tax notice.
 - b. “Tax collector” shall mean an elected or appointed tax collector, delinquent tax collector, tax claim bureau or alternative collector assigned to collect the School District’s real estate taxes.
 - c. “Qualifying event” shall mean either the date ownership of real estate is transferred, the date ownership of a mobile/manufactured home is transferred or the date a lease agreement commences for the original location or relocation of a mobile/manufactured home on a parcel of land not owned by the owner of the mobile/manufactured home.

2. Tax Collector Compliance. Each tax collector shall waive additional charges for the late payment of real estate taxes for a particular property, if a taxpayer does all of the following:
 - a. The taxpayer provides a waiver request of additional charges within twelve (12) months of a qualifying event;
 - b. The taxpayer attests a real estate tax notice was not received and/or not received in a timely manner;
 - c. The taxpayer provides proof of the property transfer within the previous twelve (12) months by means of:
 - i. a copy of the deed showing the date of the real property transfer; or
 - ii. a copy of the title showing the date of acquisition of a mobile/manufactured home or an executed lease agreement for a mobile/manufactured home shown the date on which the lease began; and
 - d. The taxpayer makes full payment of the face amount on real estate tax bill at the time of the waiver request.
3. Taxpayer Waiver and Attestation Form. A taxpayer shall use the standardized form developed by the Pennsylvania Department of Community and Economic Development for purposes of submitting the waiver request and attestation under Paragraph 2.
4. Tax Collector Liability. A tax collector who in good faith accepts a waiver request and full payment of the face amount on real estate tax bill shall not be personally liable for any amount due or arising from the real estate tax that is the subject of the waiver request.
5. Effective Date. This resolution shall become effective beginning July 1, 2023 or the date on which the School District's 2023 real estate tax notices are issued, if earlier.

DULY ADOPTED, by the Board of School Directors of Canton School District, in lawful session duly assembled, this 13th day of October, 2022.

CANTON AREA SCHOOL DISTRICT

By: _____
Judith Sourbeer, Board President

ATTEST: _____
Mark Jannone, Board Secretary

WW 9/12/22
Bd App 10/13/22

**MINUTES
CANTON AREA SCHOOL DISTRICT
SEPTEMBER 8, 2022**

The regular meeting of the Canton Area School District Board of Education was held in the Canton Jr/Sr High School Library on Thursday, September 8, 2022 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. Eric Anderson, Mr. Gary Black, Mr. Bill Holland (virtually), 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; Mrs. Amy Repard, Special Education Supervisor; Mr. Matt Jennings, newspaper reporter; Mr. Randy Frye, Mr. Dale Keltz, and Mr. Thomas Cochran.

MINUTES

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to approve the minutes of the regular meeting of August 11, 2022.

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

REPORTS

Superintendent

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

- Thanked the Live Stream sponsors and donors for the 2022/2023 school year: Welch Insurance; Cuz Excavating LLC; Blaise Alexander Family Dealerships; Lepley, Engleman, Yaw & Wilk Attorneys-At-Law; Schoonover Plumbing, Heating, Electrical, Air Conditioning, Geothermal, Solar; The Dunn Group: Henry Dunn Insurance and Henry Dunn Inc. Real Estate; Flavorland; Warrior Wash; First Citizens Community Bank; Jimmy's Park Hotel; and Brann, Williams, Caldwell & Blaney Attorneys-At-Law. Live Stream Club is a student-led club that broadcasts public events, athletic/musical/informational, through the school website. Our team is called the "Stream Team" and we are involved in all aspects of a live broadcast. There is set-up, teardown, camera operators and broadcasters/commentators. Events we have done this school year include football games, volleyball games, and basketball games.
- Thanked the VFW Legion Post 714 for replacing the US flags at the Memorial in front of the JR/SR high school. We appreciated to have flags ready for the first day of school to remember all those who served and their families as well as the sacrifices they have made to keep us safe and safeguard our democracy.
- Feedback on 7th grade orientation - Parents were encouraged because Mr. Jannone took time to talk with students in the whole group as well as in the hallway. He even encouraged one student to play softball! Parents appreciated the welcoming atmosphere presented by administrators and teachers. The teachers did a great job orienting the students and calming the nerves, as some of the students were nervous about coming up to the "Big House".
- Following three days of training with staff, we welcomed back students and had a first week full of excitement. Students have been equipped with their district issued computer devices, provided with the expectations for the school year and looking to the Class of 2023 to lead the Warrior Way!

- Our Cross Country, Football, and Volleyball teams, as well as our Band, b their respective seasons and continue to be successful. Our "soccer girls" are also off to an outstanding start over in Troy.
- Thanked the maintenance department for painting numbers in all the parking spaces within the student parking lot. Students are assigned a specific parking space and are expected to park in their assigned space each day. This has alleviated the morning "rush" to get the closest space and has created a safer student parking lot.
 - We are excited to recommend and upon board approval, welcome Mr. Tyler Sechrist to the CHS faculty team to fill the Business Computer and Information Technology 7-12 position.
 - September is suicide awareness month throughout the nation and we follow our prevention plan as the month progresses. Our outreach staff (Maria Le Fluor) will be presenting, "Signs of Suicide" to all students within the high school during the month of September. The presentations will take place in small class sizes and include a routine screener. Any students identified as potential risk will receive a follow up from the Guidance department and development of an action plan as appropriate.
 - The Canton Jr/Sr High School student section is bringing AWESOME energy to our volleyball games with their themes! These students are showing their Warrior Pride in support of our teams!
 - We have had only one office discipline referral and a few minor referrals this year! Great job to the students at Canton JR/SR High School!
 - Today the PBIS team, Mr. Jacopetti, and the Canton Mayor (Dean Vanderpool) are meeting to discuss community and school alignment with school spirit! When we have "School Send-Offs", the community wants to know to prepare and wave as the students leave town to show their support. Thinking of ideas and ways to involve the community in Warrior Pride - school spirit.
 - Updated the board on the following happenings and events in the elementary school:
 1. Planning for upcoming Professional Development Days for staff on 9/23 and 10/10
 2. Mr. Wells is starting a Book Study with (7) seven teachers - the title of the book is "Go See the Principal: True Tales from the School Trenches"
 3. PBIS lessons for expected behaviors took place for all students the first week of school and cumulated with a PBIS student assembly on 8/31
 4. Warrior Foundation Golf Tournament - Sept 10, at 1:00 pm at Tomasso's Golf Course in Waverly, NY
 5. Open House - Thursday, September 15, 2022 from 6:00-7:00 pm
 6. Picture Day - Tuesday, September 20, 2022
 7. PTA Book Fair - week of September 19
 8. Save Around Book Sales for PBIS - September 19-30, 2022
 - Updated the board on elementary enrollment for the months of August and September.
 - This is a very busy time of year as we have many students coming new to CASD and some moving to other schools. There is much to do with setting up students for success learning how to accommodate for learning differences as well as behavioral differences. We are working hard to support our students and teachers as the first month of school adjustments are underway. This has been a successful start to the school year and we are hearing positive feedback about our classrooms and the willingness of staff to support our students!
 - The opening of school was a success and we are excited to get back into the routine. The 2022-2023 school year is off to a great start and we look forward to positive changes as we continue to move forward!

At this time, Mr. Tom Resavage made a motion to add to the agenda, under Other Matters, for the administration to be authorized to pursue a contract proposal to provide a School Resource Officer (SRO) for the district. In addition, grant the administration the authority to pursue a contract for a full-time social worker. Both under the School Safety and Mental Health Grant. The motion was seconded by Mr. Scott May.

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

CITIZEN RECOGNITION – AGENDA RELATED

Mr. Dale Keltz again approached the board asking to which God they pledge allegiance. Several board members objected to this repeated question and indicated that they didn't feel the topic was appropriate.

Mr. Matt Jennings spoke in favor of the board pursuing a contract for a social worker and a SRO.

BUSINESS

Treasurer's Report

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the Treasurer's Report as presented for August 31, 2022. (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. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the bills for August 2022.

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

Tax Additions, Exemptions and Exonerations

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

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

Updated Transportation Rates

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the updated transportation rates for the 2022/2023 school year.

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

Revised Signature Cards

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the revised bank signature cards.

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

PERSONNEL

Resignations

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to accept the letters of resignation from the following:

- a. Sheila Wesneski and Abigail Williams, JH Volleyball Co-Coaches

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

New Employees

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the hiring of the following new employees, pending completion of required employment paperwork:

- a. Michelle Barrett, part-time cafeteria worker, \$10.00 per hour, with no benefits, retroactive to September 6, 2022 as all required paperwork is complete.
- b. Siarra Shanley, full-time elementary office secretary, \$12.00 per hour with full benefits, effective September 12, 2022.
- c. Michelle Jennings, full-time paraprofessional, \$12.00 per hour with full benefits, effective September 12, 2022.
- d. Heidi Halbfoerster, part-time paraprofessional, \$17.00 per hour with no benefits, effective September 12, 2022.
- e. Tyler Sechrist, 7-12 Business Teacher, B step 1 \$60,107.00, prorated, with full benefits effective September 26, 2022, pending the completion of the BCIT Instructional Internship Program prior to the start of the 2026/2027 school year.

Employee Change

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the following classified employee change:

- a. Jaye Chilson, part-time cafeteria worker, change her resignation date from June 2, 2022 to September 18, 2022.

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

Co-curricular Lists Additions

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the following additions to the 2022/2023 co-curricular sport/non-sports lists:

- a. Louann Groover, JH Volleyball Coach, step 1 \$3,914.56
- b. Kelsey Herman, AP Course - US Government & Politics, \$489.32
- c. Brandy McRoberts, mentor to Tyler Sechrist, \$733.98

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

Substitute List Additions

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

- a. Louann Groover, CASD guest teacher
- b. John Manz, teacher
- c. Stephanie Williams, cafeteria
- d. McCauley Fox, teacher
- e. Angelica Starks, cafeteria and custodian
- f. Carmya Martell, teacher
- g. Laurie Wesneski, cafeteria and paraprofessional
- h. Billie Jo Shedden, cafeteria and custodian
- i. Nancy Nybeck, cafeteria and paraprofessional

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

Volunteers

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the following volunteers as all paperwork has been completed:

- a. Becca Jennings, competition cheer
- b. Stacey Groover, high school student, retroactive to August 29, 2022
- c. Jason Foust, football, retroactive to August 26, 2022

- d. Jeff Morse, football, retroactive to August 26, 2022
- e. Makayla Davis, cheerleading, retroactive to August 22, 2022

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

Unpaid Days

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve unpaid days for the month of August, 2022 for the following employee:

- a. Employee #1850, 1.5 days

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

New Job Classification

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the addition of the new job classification of Head Cook and the transfer of Lori Ayers to this position.

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

Minimum Hourly Rates

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve setting the minimum hire hourly rate for the following job classifications:

- a. Administrative Secretary I = \$16.50
- b. Administrative Secretary II = \$16.00
- c. Administrative Secretary III = \$15.50
- d. Secretary II = \$15.50
- e. Custodian Building Leader = \$13.50
- f. Custodian = \$13.00
- g. Full-time Paraprofessional = \$13.00
- h. Part-time Paraprofessional = \$18.00
- i. Head Cook = \$14.00
- j. Cafeteria Worker I = \$12.00
- k. Cafeteria Worker II = \$12.00

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

Wage Adjustments

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the wage adjustments to the above groups based on the following formulas, effective September 26, 2022:

- a. If current wage is less than new starting wage, then increase wage to new starting wage and add an additional \$0.10 per hour for each year of employment.
- b. If current wages is equal to or more than the new starting rate, then add an additional \$0.10 per hour for each year of employment.

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

OTHER ITEMS

Field Trip Requests

A motion was made by Mr. Gary Black and seconded by Mr. Tom Resavage to approve the following overnight field trip requests:

- a. National FFA Chorus to Indianapolis, IN, October 22nd - 29th, 2022 from Tom Hojnowski.
- b. National FFA Convention to Indianapolis, IN, October 26th - 30th, 2022 from Tom Hojnowski.
- c. Pennsylvania Farm Show landscape and design set-up in Harrisburg, PA, January 6th - 8th, 2023 from Tom Hojnowski.

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

Letter of Indemnification

A motion was made by Mr. Gary Black and seconded by Mr. Tom Resavage to authorize the Superintendent to confirm the letter of indemnification with the Canton Borough for the homecoming parade on October 7, 2022 at approximately 5:00 p.m.

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

Library Reports

A motion was made by Mr. Gary Black and seconded by Mr. Tom Resavage to approve the fourth quarter (June-August) Canton Area Elementary and Canton Jr./Sr. High School Library Board Reports.

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

SRO and Social Worker

A motion was made by Mr. Gary Black and seconded by Mr. Tom Resavage to authorize the administration to pursue a contract proposal to provide a School Resource Officer (SRO) for the district. In addition, grant the administration the authority to pursue a contract for a full time social worker. Both under the School Safety and Mental Health Grant.

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

CITIZEN RECOGNITION - NON-AGENDA RELATED

Mr. Randy Frye introduced himself to the board as the new CAEA President.

Announcements

An Executive Session was held immediately following the August 11, 2022 Board meeting for the purpose of security.

An Executive Session was held August 23, 2022 for the purpose of security.

An Executive Session was held prior to the Board Meeting, at 4:30 p.m., to discuss personnel matters and security.

The next Board Meeting will be held Thursday, October 13, 2022, at 5:00 p.m. in the Canton Jr/Sr High School Library, Canton, PA.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 5:33 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary

WW 9/12/22

Bd App 10/13/22

Letter of Agreement

This Letter of Agreement is established as of , 2022, between IMMACULATA UNIVERSITY (IMMACULATA) and CANTON AREA SCHOOL DISTRICT (CANTON). The following agreement outlines the mutual benefits and protections in effect.

Mutual Benefit

In consideration of the permission granted by CANTON for the use of classroom space at no charge for the conducting of graduate classes for the benefit of students enrolled in the doctoral program in Educational Leadership, IMMACULATA agrees to provide doctoral courses at a 25% tuition discount in which a minimum of 8 students are enrolled as part of the cohort. Classroom space will include at no charge to Immaculata use of a multi-media projector and internet connection for instructor and students. Students have the rights and responsibilities of graduate students enrolled in corresponding graduate courses conducted on the campus of IMMACULATA, including library privileges. This agreement shall remain in effect until the cohort(s) completes the academic program or unless indicated by the written request of either party.

Indemnification

Indemnity by IMMACULATA. IMMACULATA agrees to defend, indemnify and hold CANTON harmless from any and all damages, including reasonable attorney fees, resulting from any claim arising or alleged to have arisen out of (a) any breach by IMMACULATA of this Agreement; (b) the negligent, intentionally wrongful or otherwise tortious acts of IMMACULATA's employees, representatives, agents or independent contractors; and (c) any claim against CANTON by any individual employed by IMMACULATA or performing for IMMACULATA under this Agreement, including but not limited to workers' compensation claims, and any claim involving medical malpractice, employment discrimination, tort or contract law. IMMACULATA further agrees to defend, indemnify and hold CANTON harmless from any and all damages, including reasonable attorney's fees, resulting from any claim arising or alleged to have arisen out of any dangerous or defective condition, whether known or unknown, in the building, facilities or equipment furnished by IMMACULATA and used in connection with the graduate programs at IMMACULATA.

Indemnity by CANTON. CANTON agrees to defend, indemnify and hold IMMACULATA harmless from any and all damages, including reasonable attorney fees, resulting from any claim arising or alleged to have arisen out of: (a) any breach by CANTON of this Agreement; (b) the negligent, intentionally wrongful or otherwise tortious acts of CANTON employees, representatives, agents or independent contractors; (c) the negligent, intentionally wrongful or otherwise tortious acts of any third party not an employee, representative, agent or independent contractor of IMMACULATA; and (d) any claim against CANTON and/or IMMACULATA by any individual employed by CANTON or performing for CANTON under this Agreement, including but not limited to workers' compensation claims, and any claim involving medical malpractice, employment discrimination, tort or contract law. CANTON further agrees to defend, indemnify and hold IMMACULATA harmless from any and all damages, including reasonable attorney's fees, resulting from any claim arising or alleged to have arisen out of any dangerous or defective condition, whether known or unknown, in the building, facilities or equipment furnished by CANTON and used in connection with the graduate programs at IMMACULATA at CANTON sites.

Insurance

Insurance by IMMACULATA. IMMACULATA, at its expense, shall carry and maintain in force at all times relevant hereto insurance of the type and with minimum coverage limits as follows:

- (a) Workers' Compensation/Employer Liability as required by statute;
- (b) Commercial general liability (Occurrence Form), including contractual liability, in a combined limit for bodily injury and property damage in the amount of One Million Dollars (\$1,000,000.00) per occurrence;
- (c) All other insurance required by law.

Insurance by CANTON AREA SCHOOL DISTRICT at its expense, shall carry and maintain in force at all times relevant insurance.

Notices. All notices which are required or permitted in this Agreement shall be sufficient and shall be then deemed given if and when given in writing and hand delivered or sent by registered or certified mail, return receipt requested, postage prepaid, by telecopy (with confirmation received) or by nationally recognized courier service as follows:

If to IMMACULATA UNIVERSITY:

Dr. Angela Tekely
Vice President for Academic Affairs
Immaculata University
Immaculata, PA 19345
Phone: 610-647-4400
Fax: 610-647-7884

If to CANTON AREA SCHOOL DISTRICT:

Dr. Amy Martell
Superintendent
Canton Area School District
509 E. Main Street
Canton, PA 17724
Phone: 570-673-5134
Fax: 570-673-5566

INTENDING TO BE LEGALY BOUND, the parties have signed this Letter of Agreement.

Immaculata University

Canton Area School District

Title: Vice President for Academic Affairs

Title: Superintendent

Today's date

Today's date

WW 9/12/22
Bd App 10/13/21

LETTER OF AGREEMENT

This AGREEMENT is made the 1st of July 2022 between **Bradford/Sullivan Drug & Alcohol, Single County Authority (SCA)** located at **220 Main Street, Unit 1, Towanda, PA 18848** hereinafter referred to as "Agency" and **Canton Area School District** hereinafter referred to as the "District" and shall be in force and effect from July 1, 2022 and June 30, 2023 inclusive.

Service:

The Agency agrees to provide a Drug & Alcohol Student Assistance Program (SAP) Liaison in attendance at two SAP team meetings per month. These meetings may occur telephonically, virtually, or in person at times mutually agreed upon by the Agency and District. In addition, the SAP Liaison will provide Drug & Alcohol screenings and/or level of care assessments to students referred by the SAP team, linkage to treatment and community services, follow up support to identified students, submission of required online SAP data, and crisis intervention to include assistance with district policy in times of emergency. These services will be provided at no cost to your district.

The District agrees to provide a confidential area for screening and assessment, access to a telephone and internet in a private area, necessary student information, a locked cabinet for SAP records, compliance with state guidelines, at least one District representative to participate in County Coordination meetings, and submission of required online SAP data reporting.

Any questions concerning this agreement should be directed to the Bradford/Sullivan SCA Director.

CANTON AREA SCHOOL DISTRICT

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed the day and year before written.

DISTRICT
BY: CANTON AREA




Signature: SUPERINTENDENT

Date

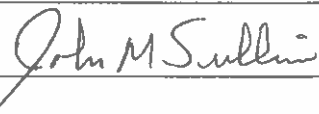
Signature: SCHOOL BOARD DIRECTOR

Date

BRADFORD COUNTY
BY: COMMISSIONERS



Signature: COMMISSIONER



Signature: JOHN M. SULLIVAN

Bradford County Commissioners:
DARYL L MILLER
DOUGLAS MCLINKO
JOHN SULLIVAN

ATTEST:



Michelle Shedden, Chief Clerk



Date

SEAL:

BRADFORD COUNTY HUMAN SERVICES AGENCY
BY: BRADFORD/SULLIVAN COUNTY DRUG & ALCOHOL



HSA Assistant Administrator: DEBRA SHARP



Date



SCA Director: KAREN LABORANTI



Date



Book	Policy Manual
Section	200 Pupils
Title	Diabetes Management
Code	209.2
Status	First Reading

Purpose

The Board recognizes that an effective program of diabetes management in school is crucial to:

1. The immediate safety of students with diabetes.
2. The long-term health of students with diabetes.
3. Ensure that students with diabetes are ready to learn and participate fully in school activities.
4. Minimize the possibility that diabetes-related emergencies will disrupt classroom activities.

Authority

The Board adopts this policy in accordance with applicable state and federal laws and regulations, and Board policies and administrative regulations, regarding the provision of student health services.[1][2][3][4][5][6][7][8][9]

Definitions

Diabetes Medical Management Plan (DMMP) means a document describing the medical orders or diabetes regimen developed and signed by the student's health care practitioner and parent/guardian.[2]

Individualized Education Program (IEP) means the written educational statement for each student with a disability that is developed, reviewed and revised in accordance with federal and state laws and regulations. A **student with a disability** is a school-aged child within the jurisdiction of the district who has been evaluated and found to have one or more disabilities as defined by law, and who requires, because of such disabilities, special education and related services.[7]

Section 504 Service Agreement (Service Agreement) means an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities. A **qualified student with a disability** means a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational programs, nonacademic services or extracurricular activities.[1]

Trained Diabetes Personnel means nonlicensed school employees who have successfully completed the required training.

Guidelines

Before a student can receive diabetes-related care and treatment in a school setting, the student's parent/guardian shall provide written authorization for such care and instructions from the student's health care practitioner. The written authorization may be submitted as part of a student's DMMP.[5]

Diabetes-related care shall be provided in a manner consistent with Board policy, district procedures and individualized student plans such as an IEP, Service Agreement or DMMP.[1][3][4][5][7][9]

In order to maintain a student's health and safety, each student's individualized plan shall address what information will be provided to school staff and other adults who have responsibility for the student in the school setting.[1][5][7][10][11]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[12][13][14]

Trained Diabetes Personnel

The school nurse, in consultation with the Superintendent or designee, may identify at least one (1) school employee, who is not the school nurse and who does not need to be a licensed health care practitioner, in each school building attended by a student with diabetes to perform diabetes care and treatment for students. The identified school employee has the right to decline this role.[4]

An identified school employee who has accepted this role shall complete the training developed by the state or training offered by a licensed health care practitioner with expertise in the care and treatment of diabetes, that includes at a minimum:[4]

1. An overview of all types of diabetes.
2. Means of monitoring blood glucose.
3. The symptoms and treatment for blood glucose levels outside of target ranges, as well as symptoms and treatment for hypoglycemia, hyperglycemia and other potential emergencies.
4. Techniques on administering glucagon and insulin.

The identified school employee shall complete such training on an annual basis.[4]

Upon successful completion of the required training, individual trained diabetes personnel may be designated in a student's Service Agreement or IEP to administer diabetes medications, use monitoring equipment and provide other diabetes care.[4]

If the diabetes-related care provided to a particular student by trained diabetes personnel will include administration of diabetes medication via injection or infusion, the Board shall require the following:[4]

1. The parent/guardian and the student's health care practitioner must provide written authorization for such administration; and
2. The trained diabetes personnel must receive annual training for such administration from a licensed health care practitioner with expertise in the care and treatment of diabetes.

Training of Other School Personnel

School employees, including classroom teachers, lunchroom staff, coaches and bus drivers, shall receive annual diabetes care training appropriate to their responsibilities for students with diabetes.

Student Possession and Use of Diabetes Medication and Monitoring Equipment

Prior to student possession or use of diabetes medication and monitoring equipment, the Board shall require the following:[3][15]

1. A written request from the parent/guardian that the school comply with the instructions of the student's health care practitioner. The request from the parent/guardian shall include a statement relieving the district and its employees of responsibility for the prescribed medication or

monitoring equipment and acknowledging that the school is not responsible for ensuring that the medication is taken or the monitoring equipment is used.

2. A written statement from the student's health care practitioner that provides:
 - a. Name of the drug.
 - b. Prescribed dosage.
 - c. Times when medication is to be taken.
 - d. Times when monitoring equipment is to be used.
 - e. Length of time medication and monitoring equipment is prescribed.
 - f. Diagnosis or reason medication and monitoring equipment is needed.
 - g. Potential serious reactions to medication that may occur.
 - h. Emergency response.
 - i. Whether the child is competent and able to self-administer the medication or monitoring equipment and to practice proper safety precautions.
3. A written acknowledgement from the school nurse that the student has demonstrated that s/he is capable of self-administration of the medication and use of the monitoring equipment.
4. A written acknowledgement from the student that s/he has received instruction from the student's health care practitioner on proper safety precautions for the handling and disposal of the medications and monitoring equipment (e.g., needle disposal), including acknowledgement that the student will not allow other students to have access to the medication and monitoring equipment and that s/he understands appropriate safeguards.

The written request for student possession and use of diabetes medication and monitoring equipment shall be reviewed annually, along with the required written statements from the parent/guardian and the student's health care practitioner. If there is a change in the student's prescribed care plan, level of self-management or school circumstances during the school year, the parent/guardian and the student's health care practitioner shall update the written statements.

Students shall be prohibited from sharing, giving, selling and using diabetes medication and monitoring equipment in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy, provisions of a Service Agreement or IEP, or demonstration of unwillingness or inability to safeguard the medication and monitoring equipment may result in loss of privilege to self-carry the diabetes medication and monitoring equipment, and may result in disciplinary action in accordance with Board policy and applicable procedural safeguards.[1][3][10][16][17]

If the district prohibits a student from possessing and self-administering diabetes medication and operating monitoring equipment, or if a student is not capable of self-administering diabetes medication or operating monitoring equipment, the district shall ensure that the diabetes medication and monitoring equipment is appropriately stored in a readily accessible location in the student's building. The school nurse and other designated school employees shall be informed where the medication and monitoring equipment is stored and the means to access them.[3]

Delegation of Responsibility

The Superintendent or designee, in conjunction with the school nurse(s), shall develop administrative regulations for care and treatment of students with diabetes in the school setting.

The Superintendent or designee shall coordinate training for school employees. Such training may be included in the district's Professional Education Plan.[4][18][19]

The Superintendent or designee shall annually distribute to all staff, students and parents/guardians this policy along with the Code of Student Conduct.[16][20]

Legal

1. Pol. 103.1
 2. 24 P.S. 1401
 3. 24 P.S. 1414.5
 4. 24 P.S. 1414.3
 5. 24 P.S. 1414.4
 6. 24 P.S. 1414.7
 7. Pol. 113
 8. Pol. 209
 9. Pol. 209.1
 10. Pol. 113.1
 11. Pol. 810
 12. 24 P.S. 1409
 13. Pol. 216
 14. Pol. 113.4
 15. 22 PA Code 12.41
 16. Pol. 218
 17. Pol. 227
 18. Pol. 100
 19. Pol. 333
 20. 22 PA Code 12.3
- 24 P.S. 510
Pol. 210

Athletic

CANTON AREA SCHOOL DISTRICT

"WARRIOR PRIDE"

ADMINISTRATIVE OFFICES

509 East Main Street - Canton, PA 17724
Ph: (570) 673-3191 Fax: (570) 673-3680

OFFICE OF SUPPORT SERVICES

545 East Main Street - Canton, PA 17724
Ph: (570) 673-3983 Fax: (570) 673-7929



www.canton.k12.pa.us

CANTON AREA ELEMENTARY SCHOOL

545 East Main Street, Canton, PA 17724
Ph: (570) 673-5196 Fax: (570) 673-7929

CANTON JR. SR. HIGH SCHOOL

509 East Main Street, Canton, PA 17724
Ph: (570) 673-5134 Fax: (570) 673-5566

MEDICATION AUTHORIZATION FORM

FOR ALL prescription or over the counter medications administered at school

This section must be completed by the PARENT/GUARDIAN (please print)

Student: _____ DOB: _____ Grade: _____ School Year: _____

Medication requested: _____ Dose: _____ Time: _____

Instructions: _____ Diagnosis: _____

Significant potential side effects: none expected specify _____

Prescriber's Name-Title: _____ Phone: _____ Fax: _____

Prescribers Signature: _____

If this medication is an asthma inhaler, epinephrine auto-injector, or other emergency medication, is student authorized to self-carry/self-administer? yes no

I request that the authorized persons at school may assist my student in taking the medication described above.

I request that my child be allowed to self-carry and/or self-administer this medication. My student and I understand the responsibility of self-carrying medication at school. The above student understands and agrees to inform the nurse when they self-medicate for documentation. I agree to hold harmless and indemnify the school and Canton Area School District employees, and agents against all claims, judgements, or liabilities arising out of the self-administration and carrying of medication by my student.

As a Canton Area School District student I agree to store and use my medication as instructed on the prescription bottle. I agree to contact the school nurse, teacher, or event organizer immediately if any problems or emergency situations occur. I also agree to inform the school nurse immediately anytime the medication is self-administered for documentation purposes.

PARENT/GUARDIAN REQUEST & AUTHORIZATION:

I request designated school personnel to administer the medication as prescribed by the above provider. I certify that I have legal authority to consent to medical treatment for the student named above, including the administration of medication at school. I authorize the school nurse to communicate with the above health care provider as allowed by HIPPA.

Parent/Guardian Signature: _____ Date: _____

Home/Cell Phone #: _____ Work #: _____ Email: _____

Student signature if self-carry/self-administer medication as stated above:

Self-carry/self-administration of medication (including emergency medication) that is authorized by the prescriber above must be approved by the school nurse according to the CASD medication policy. School Nurse approval for self-carry/self-administration of medication.

Nurse Signature

Date

PREScription MEDICATION MUST BE IN A CONTAINER LABELED BY THE PHARMACIST OR PRESCRIBER. NON-PREScription MEDICATION MUST BE IN THE ORIGINAL CONTAINER WITH LABEL INTACT. AN ADULT MUST BRING THE MEDICATION TO SCHOOL UNLESS AUTHORIZED DIFFERENT THROUGH THE NURSE. THE SCHOOL NURSE WILL CALL THE PRESCRIBER IF A QUESTION ARISES ABOUT THE CHILD AND/OR THE CHILD'S MEDICATION.



Canton Area
School District
"Warrior Pride"

Book	Policy Manual
Section	300 Employees
Title	Whistleblower/Fraud
Code	353
Status	First Reading

Purpose

The integrity of the district's information is an essential element in the success of the district. When making decisions, the Board, district administration, state and federal agencies, taxpayers, as well as the financial markets rely on the district's information; therefore, the district must ensure and protect the integrity of its information. Accordingly, the Board is committed to maintaining a workplace where complaints of questionable activities or reports of fraud, financial improprieties, or irregularities, can be raised free of any discrimination or retaliation.[1][5]

The district's administrative and management practices foster corporate accountability, and, therefore, the Board supports the making of disclosures that reveal grave misconduct, as defined in this policy.

Definitions

Fraud, financial improprieties, or irregularities include but are not limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the district.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.
3. Misappropriation of funds, securities, supplies, or other assets.
4. Impropriety in handling money or reporting financial transactions.
5. Profiteering because of insider information of district information or activities.
6. Disclosure of confidential and/or proprietary information to outside parties.
7. Acceptance or seeking of anything of material value, other than items used in the normal course of advertising, from contractors, vendors, or persons providing services to the district.
8. Destruction, removal, or inappropriate use of district records, furniture, fixtures, or equipment.
9. Failure to provide financial records to authorized state or local entities.
10. Failure to cooperate fully with any financial auditors, investigators or law enforcement.
11. Other dishonest or fraudulent acts involving district monies or resources.

Grave misconduct shall be defined as conduct that results in a violation of law by the district or in a substantial mismanagement of the district's resources and, if proven, constitutes a criminal offense or reasonable grounds for dismissal of the person engaging in such conduct.

Authority

The Board shall encourage administrative, professional and classified employees to report questionable activities, fraud, financial improprieties or irregularities, or grave misconduct when they reasonably believe that such activities or conduct have occurred or are occurring. Employees should report their concerns to district management, on an anonymous basis if employees so desire, and management will take all reports seriously and will promptly investigate. The district will respond to each report based on the nature and gravity of the reported conduct or circumstances. When the district receives reports of questionable activities, fraud, financial improprieties or irregularities, or grave misconduct, the district will correct such matters, and if appropriate, the district will discipline the responsible party(s).[2]

The Board strictly prohibits any discrimination or retaliation against any employee who reports incidents of questionable activities, fraud, financial improprieties or irregularities, or grave misconduct based on the employee's reasonable belief that such misconduct occurred or is occurring. The Board also strictly prohibits any discrimination or retaliation against any employee who participates in an investigation as a result of such a report.[6][7]

Delegation of Responsibility

The Superintendent or designee shall be responsible to develop and implement internal controls designed to prevent and detect fraud, financial impropriety, fiscal irregularities, or grave misconduct within the district, subject to review and approval by the Board.

The Business Manager shall be responsible for maintaining a sound system of internal controls that is designed to identify potential risks, evaluate the nature and extent of those risks, and manage them effectively.

District administrators are responsible to be alert to an indication of fraud, financial impropriety or irregularity, or grave misconduct within their areas of responsibility.

The Superintendent shall recommend to the Board for its approval completion of a forensic audit when it is deemed necessary and beneficial to the district.

The Superintendent shall ensure the appropriate authorities are notified, pursuant to state law, when cases of fraud, embezzlement or theft have been identified.

Guidelines

Reporting and Investigation

If an employee has reason to report questionable activities, fraud, financial improprieties or irregularities, or grave misconduct, s/he must immediately report those facts to his/her immediate supervisor, the Business Manager or to the Human Resource Department. The district may request that the employee document the report in writing. Alternatively, employees may report concerns anonymously by sending an anonymous letter to the Business Manager or Human Resource Department. If an employee has reason to believe that parties who will receive the report are involved in the reported matters, s/he should submit the report to the Business Manager or the Board.

If an employee believes that s/he has been subject to discrimination or retaliation for having made a report under this policy, s/he must immediately report those facts to his/her immediate supervisor or the Human Resource Department. If for any reason s/he does not feel comfortable discussing the matter with his/her immediate supervisor or the Human Resource Department, s/he should bring the matter to the attention of the supervisor of his/her immediate supervisor. If s/he is not comfortable with discussing the matter with any of those individuals, s/he should bring the matter to the attention of the Business Manager. It is imperative that the employee bring the matter to the attention of the district, so

that the district may promptly and appropriately investigate and address any concerns of discrimination or retaliation.

The district will investigate all complaints under this policy, and all information disclosed during the course of the investigation will remain confidential, except as necessary to conduct the investigation and take any remedial action, in accordance with applicable law. All employees have a duty to cooperate in the investigation of reports of questionable activities, fraud, financial improprieties or irregularities, or grave misconduct, as well as discrimination or retaliation resulting from the reporting or investigation of such matters. In addition, an employee shall be subject to disciplinary action, including termination of employment, if the employee fails to cooperate in an investigation or deliberately provides false information during an investigation. If at the conclusion of its investigation the district determines that a violation of this policy has occurred, the district will take remedial action based on the severity of the offense. This action may include disciplinary action against the accused party, up to and including termination of employment. The district will also take the necessary actions to prevent any further violations of this policy.[2][6][Z]

Retention

All documents related to the reporting, investigation, and enforcement of this policy will be kept in accordance with the district's records retention schedule, Board policy and applicable law.[3][4]

Additional Enforcement Information

In addition to the district's internal complaint procedure, there are also state, local, federal, and central law enforcement agencies that are authorized to review questionable activities, fraud, financial improprieties or irregularities, or grave misconduct. The district has developed its policies and practices to guide the legal and ethical responsibilities of the district's employees as well as to achieve and maintain the highest business standards. The district views conduct that violates its policies or practices as unacceptable under the terms of employment of the district. A violation of the district's policies or practices could subject the district and any individual employees involved to civil and criminal penalties; therefore, the district encourages all employees to report questionable activities, fraud, financial improprieties or irregularities, or grave misconduct before issues or behavior rise to such a level. Nothing in this policy is intended to prevent an employee from reporting information to the appropriate agency when the employee has reasonable cause to believe that a violation of a state, local, federal, or central law enforcement agency statute or regulation has occurred.[1][5]

Legal

1. Pol. 828
2. Pol. 317
3. Pol. 800
4. Pol. 801
5. 43 P.S. 1421 et seq
6. 18 U.S.C. 1513
7. 43 P.S. 1423

**ACKNOWLEDGMENT AND AGREEMENT REGARDING THE
WHISTLEBLOWER/FRAUD POLICY**

This is to acknowledge that I have received a copy of the school district's Whistleblower/Fraud Policy. I understand that the integrity of the information of the school district is an essential element in the success of the school district. I further understand that the school district is committed to maintaining a work environment free of discrimination or retaliation for employees who have raised concerns regarding questionable activities, fraud, financial improprieties or irregularities, or grave misconduct, and that the school district specifically prohibits discrimination or retaliation whenever an employee makes a good faith report regarding such concerns. Accordingly, I specifically agree that to the extent I have concerns that I reasonably believe to be related to questionable activities, fraud, financial improprieties or irregularities, grave misconduct, or any other violation of the school district's policies or practices; I will immediately report such conduct in accordance with the district's Whistleblower/Fraud Policy.

I understand and agree that to the extent I do not use the procedures outlined in this Whistleblower/Fraud Policy, the school district and its administrators and directors shall have the right to presume and rely on the fact that I have no knowledge or concern of any such information or conduct.

Employee's Signature _____

Employee's Name [printed] _____

Date _____



Canton Area
School District
"Warrior Pride"

Book	Policy Manual
Section	600 Finances
Title	Budget Adoption
Code	604
Status	First Reading

Purpose

It is the philosophy of the Board that the annual budget represents the position of the Board, and all reasonable means shall be employed to present and explain the preliminary and final budgets to district residents. Board members and district administrators shall be knowledgeable about, and understand the need for, proposed expenditures.

Definition

Index - the tax rate limit that restricts the school district from increasing the rate of any tax for the support of district schools without seeking voter approval through referendum or an exception granted by the Pennsylvania Department of Education (PDE) or the Court of Common Pleas with jurisdiction.

Delegation of Responsibility

The Board directs the Superintendent and Business Manager to prepare both the preliminary and final budgets on the required forms; comply with advertising requirements; and make the budget documents and supporting information available in printed form for public inspection in the district administrative offices, in accordance with the timelines specified in law and Board policy.[1][2][3]

Authority

The Board shall annually, but not later than the first business meeting of December, decide the budget option to be used for the following fiscal year. The Board shall approve either the Accelerated Budget Process Option or the Board Resolution Option.

Accelerated Budget Process Option

The preliminary budget shall be made available in printed form for public inspection at least 110 days prior to the primary election. Public inspection shall be available for at least twenty (20) days prior to planned adoption. The Board shall give public notice of its intent to adopt at least ten (10) days prior to adoption of the preliminary budget.[2]

The Board may hold an advertised public hearing prior to adoption of the preliminary budget.[2]

The Board shall annually adopt the preliminary budget at least ninety (90) days prior to the primary election.[2]

If the preliminary budget exceeds the increase authorized by the Index, an application for an exception may be filed with either a Court of Common Pleas with jurisdiction or PDE and made available for public

inspection, consistent with the requirements of law. The application for an exception shall be submitted by the Business Manager.[4]

However, the Board may substitute the filing of an application for an exception to the Index limit by submitting a referendum question seeking voter approval for a tax increase, in accordance with law.[4]

In the event that a court or PDE denies an application for an exception to the Index limit adopted as part of the preliminary budget, the Board may approve immediate filing of a referendum question, as authorized by law, seeking voter approval for a tax rate that exceeds the Index. This filing shall be performed by the Superintendent and solicitor.[4]

Any referendum question shall include an accompanying nonlegal, interpretative statement referencing the expenditure items for which a tax increase is being sought and the consequences that will result if the referendum question fails. Such information shall be made available to the public through the district website, district newsletter, and media resources.[4]

At least thirty (30) days prior to adoption, the final budget shall be presented to the Board on the required form and supplemented with information deemed necessary by the Board.

The final budget shall include any necessary changes from the adopted preliminary budget. Any reduction required as the result of the failure of referendum shall be clearly stated. If the actions taken do not include those previously stated as the outcome of referendum failure, they shall be accompanied by a detailed statement as to the reasons. The statement shall be prepared by the Superintendent and Business Manager.

The final budget shall be made available in print for public inspection at least twenty (20) days prior to final adoption. The Board shall give notice of its intent to adopt at least ten (10) days prior to adoption of the final budget.[3]

The Board shall annually adopt the final budget by a majority vote of all members of the Board prior to June 30.[1][5]

Board Resolution Option

The Board may adopt a resolution that it will not raise the rate of any tax for the following fiscal year by more than the Index. Such resolution shall be adopted no later than 110 days prior to the primary election and must contain the following unconditional certifications that:[2]

1. The Board will not increase any tax at a rate that exceeds the school district's Index.
2. The Board will comply with Section 687 of the School Code for budget adoption.
3. The increase of any tax at a rate less than or equal to the Index will be sufficient to balance its final budget.

At least thirty (30) days prior to adoption of the final budget, the Board shall prepare and present a proposed budget on the required form. The proposed budget shall be made available in print for public inspection and duplication at the district administrative offices at least twenty (20) days prior to adoption of the budget. The Board shall give public notice of its intent to adopt at least ten (10) days prior to adoption of the proposed budget.[1]

Final Budget

The Board shall annually adopt the final budget by a majority vote of all members of the Board by June 30.[1][5]

Legal

1. 24 P.S. 687
 2. 53 P.S. 6926.311
 3. 53 P.S. 6926.312
 4. 53 P.S. 6926.333
 5. 24 P.S. 508
- 53 P.S. 6926.301 et seq

WW 10/7/22
Bd App 10/13/22



Adams
AND ASSOCIATES

LINKAGE AGREEMENT BETWEEN KEYSTONE/RED ROCK JOB CORPS & CANTON AREA SCHOOL DISTRICT

This agreement is made and entered into by and between Adams & Associates of Nevada through Job Corps Program at both the Keystone and Red Rock Job Corps Centers, herein call "KJCC/RRJC", which operates under the US Department of Labor Contract No. DOL-ETA-1605JE-21-C-003 and the Canton Area School district.

WHEREAS, the parties hereto wish to unite efforts to expand the education and training options and opportunities available to their respective students to the maximum extent possible, consistent with applicable laws and contractual constraints.

NOW THEREFORE, the parties agree as follows:

1. Attending Public School students shall be eligible to apply for enrollment in the KJCC/RRJC as residential or non-residential students. Once enrolled at KJCC/RRJC, attending public school students will receive all benefits applicable to their enrollment category. Subject to such limitations, students enrolled in both KJCC/RRJC and attending public school may participate in education and training provided by either or both organizations, appropriate to their needs and educational objectives.
2. The attending public school students who require career and technical education/job training to be successful in the workplace may apply to participate in the KJCC/RRJC. Both parties will evaluate and guide/counsel the individual education/training needs of the student.
 - Occupational Exploration
 - Zero tolerance for drugs and aggressive behaviors
 - Year-round enrollment and participation
 - Job Corps standards & expectations
 - Job Corps required class work to satisfy US Department of Labor (USDOL) education and training outcomes.
 - Participation in social skill training, health & wellness and employability skill training programs.
 - All Job Corps required counseling, medical services, employment preparation and student services.

3. The parties will cooperate, share resources and coordinate their activities to provide students with support to the best of their ability and within their respective fiscal, legal or contractual abilities.
4. Attending public school students enrolled at KJCC/RRJC shall be required to participate in a Career Preparation Period (Orientation/Tour required) program.
5. The parties agree to provide all other education, training and support services to enrolled students at no additional cost to the student or either party. It is understood and agreed to that outside above, neither party shall be responsible for costs or expenditures incurred by the other in conduct of this agreement.
6. Each party will identify a qualified staff member(s) from their respective organization to be responsible for managing student accountability, coordinating and logistical activities, tracking performance, and developing a long-term cooperative relationship.
7. The parties will jointly evaluate all course content to determine credit for high school diplomas and achievement of Job Corps goals. The determination of high school credit shall be the responsibility of Canton Area School District. The determination of KJCC/RRJC related course completion shall be the responsibility of the KJCC/RRJC. Both shall be submitted to Canton Area School district for approval. Upon approval, the student will be granted a Canton Area School District Diploma (or accept HSET completion and/or Adams & Associates Penn Foster Rigor Diploma as consideration of equivalent of High School completion).
8. Admissions application and outreach will be arranged at Canton Area School District on an ongoing basis to evaluate candidates and will include representatives from KJCC/RRJC, attending public school representative, student and parent(s) and/or guardian(s).
9. Written Changes Only: This agreement shall not be amended or modified unless agreed upon by both parties.
10. Non-assignment: The obligations of Canton Area School District hereunder may not be assigned nor transferred in any manner whatsoever without Company or USDOL approval; neither are such obligations subject to involuntary alienation, assignment, nor transfer.
11. Entire Agreement: This agreement represents the entire existing Agreement between the parties hereto concerning their respective participation in the agreement and the exchange of proprietary data pursuant thereto, and this agreement supersedes any and all other prior or contemporaneous agreement written, oral or otherwise relating thereto between the parties.
12. The parties mutually agree to comply with all applicable state and federal discrimination laws.
13. Both parties agree that students participating in the agreement will be co-enrolled and eligible for all benefits and resulting funding from all sources subject to the limitations set forth in Paragraph 1 above.
14. Non-residential transportation will be provided by Job Corps from a central location.
15. Upon completion of KJCC/RRJC, students will be awarded a regular High School Diploma or Certificate of Attendance; to be determined by Canton Area School District.
16. KJCC/RRJC will inform Canton Area School District of any change in enrollment status for any co-enrolled students.

Eligibility Requirements for Job Corps

- Is 16-24 years of age. Age requirements waived for applicants over 24 with disabilities.
- Is economically disadvantaged.
- Is a High School dropout or referral.
- Is a US Citizen, US National, legal resident, permanent resident alien or other lawfully admitted alien.
- Is not on probation, parole or have open cases.
- Has signed parental consent if under 18.
- Is free of serious medical or behavioral problems that would preclude program benefit.
- Has the motivation and capability to succeed at KJCC/RRJC
- Agrees and will abide by the KJCC/RRJC Zero Tolerance for Drugs & Violence

School Responsibilities

The Canton Area School District coordinators will also provide support to co-enrolled students as follows:

- Co-enrolled students will have an assigned school counselor, designated by the Principal of the applicable High School of the attending public high school, in addition to their KJCC/RRJC career counselor and career transition counselor to assist with transitional issues.
- The school system will provide the opportunity for co-enrolled students to participate in graduation activities including proms, class pictures, or other activities related to graduation, in accordance with Board of School Directors' policies and procedures.

Program Completion – Post High School Graduates

- KJCC/RRJC will provide written documentation to the school verifying student's completion in the program
- Attending public school will provide official copy of diploma and transcript to the KJCC/RRJC that the student has been granted their High School Diploma.
- KJCC/RRJC will provide Canton Area School District an official copy of the HISET and scores and/or Adams & Associates Rigor Penn Foster High School Diploma. (Trade completion required)
- Students participating will not be eligible to receive their diploma before the year of their anticipated graduation.

Penn Foster Credits To Be Completed

- Orientation (.5 Credits)
- Digital Citizenship (.5 Credits)
- Human Relations (1 Credit)
- English Language Arts (1 Credit)
- Pre-Algebra (1 Credit)
- Fitness & Nutrition (1 Credit)
- American History (1 Credit)
- English Language Arts 2 (1 Credit)
- Algebra 1 (1 Credit)
- Earth Science (1 Credit)
- Civics (1 Credit)
- English Language Arts 3 (1 Credit)
- Biology & Lab (1 Credit)
- Geometry (1 Credit)
- World Geography (1 Credit)
- Physical Science (1 Credit)
- English Language Arts 4 (1 Credit)
- Art Appreciation (1 Credit)
- Business Math (1 Elective Credit)
- Electives (4 Credits)

NOTICES

All notices to the KJCC/RRJC shall be addressed to:

Executive Director
Keystone Job Corps Center
235 West Foothills Dr
Drums, PA 18222
King.kelly@jobcorps.org

All notices to Canton Area School District shall be addressed to:

Dr. Amy Martell, Superintendent
Canton Area School district
509 E Main Street
Canton, PA 17724
amartell@canton.k12.pa.us

Upon thirty(30) days written notice to the other, either party may terminate this agreement. If any changes to name(s) or role(s) for each party included should occur, this agreement will need to be amended or considered null and void.

This agreement will automatically renew each calendar year unless either party gives thirty (30) days written notice to the other party.

Attending Public School: Canton Area School district

Dr. Amy Martell Superintendent

Date

Keystone/Red Rock Job Corps:

Kelly King, Executive Director

Date

WW 10/7/22
 Bd App 10/13/22

CANTON AREA SCHOOL DISTRICT													ENROLLMENT AS OF 10-1 REPORT TO STATE												
YEAR	SE	K	1	2	3	4	5	6	ELEM. SUB.	SE	7	8	9	10	11	12	HS SUB.	GRAND TOTAL							
1988-89	11	93	124	97	83	86	93	103	690	19	104	112	86	120	101	101	643	1333							
1989-90	8	100	121	104	104	81	83	100	701	15	101	105	109	84	113	94	621	1322							
1990-91	8	99	117	97	104	110	81	83	699	24	102	102	106	108	86	116	644	1343							
1991-92	8	104	117	101	91	101	108	87	717	18	81	94	104	105	102	81	585	1302							
1992-93		99	120	108	104	94	101	108	734		85	80	102	93	103	102	565	1299							
1993-94		99	112	100	102	101	95	102	711		113	84	74	102	92	94	559	1270							
1994-95		102	121	98	99	96	103	103	722		108	109	84	80	94	85	560	1282							
1995-96		100	119	106	95	98	97	99	714		96	104	104	85	76	90	555	1269							
1996-97		107	122	98	98	96	98	91	710		101	107	93	97	82	67	547	1257							
1997-98		95	120	104	99	86	96	97	697		96	107	104	94	98	80	579	1276							
1998-99		74	104	101	103	101	88	94	665		102	97	110	94	80	94	577	1242							
1999-2000		81	93	87	104	103	99	92	659		105	99	104	89	93	80	570	1229							
2000-01		72	100	78	89	104	104	102	649		96	102	112	79	89	75	553	1202							
2001-02		87	90	79	72	80	101	99	608		114	93	110	97	73	73	560	1168							
2002-03		69	104	84	75	72	89	102	595		103	109	102	99	95	77	585	1180							
2003-04		75	71	101	86	73	77	86	569		110	106	125	86	95	89	611	1180							
2004-05		63	73	75	101	84	79	82	557		105	117	110	118	100	93	643	1200							
2005-06		92	62	74	73	99	87	78	565		92	105	126	111	95	89	618	1183							
2006-07		68	92	64	74	75	105	88	566		85	94	109	109	86	90	573	1139							
2007-08		89	63	87	60	71	77	104	551		82	78	83	95	94	87	519	1070							
2008-09		78	88	66	86	59	78	77	532		104	84	75	83	87	90	523	1055							
2009-10		70	83	91	72	83	60	84	543		79	112	79	73	73	79	495	1038							
2010-11		99	70	74	89	68	81	60	541		87	74	104	73	74	71	483	1024							
2011-12		85	92	78	74	88	66	83	566		60	78	72	91	66	71	438	1004							
2012-13		78	87	91	75	75	83	61	550		81	66	75	72	89	63	446	996							
2013-14		73	77	85	94	71	73	83	556		65	86	65	76	65	90	447	1003							
2014-15		76	66	77	82	92	72	75	540		84	64	76	66	74	58	422	962							
2015-16		59	70	60	70	76	87	73	495		72	82	64	73	59	65	415	910							

WW 10/7/22
Ba App 10/13/22

FIELD TRIP REQUEST

Destination(s): <u>FCCLA National Fall Leadership Conference</u> <u>Columbus, Ohio</u>	How many subs are needed: <u>1</u>
Date of Trip <u>Nov 10-13</u> Day of Week <u>Thurs-Sun</u> Leave Time <u>8am</u> Return to School <u>4pm</u>	
Number of Students/Adults <u>5/1</u> Circle One <input checked="" type="radio"/> VAN <input type="radio"/> BUS - If you want a VAN, who will drive? <u>Maureen Martz</u>	
Where will the bus load for the trip? <u>Behind School</u>	
Students will: (check one) <input type="checkbox"/> Ride their regular bus home after the field trip. <input checked="" type="checkbox"/> Arrange their own transportation home after the field trip.	

Class or Grade Description <u>FCCLA</u> Person in Charge <u>Maureen Martz</u>	
Other Chaperones going: XXXXXXXXXX	
Objective of Trip: <u>FCCLA Leadership Training/Competitive Events</u>	Estimated Cost Of Trip - Including Subs
Additional Information, if any:	<u>\$ 3,000</u>

REGULATIONS

1. Persons in charge will submit a final list of persons riding the bus (including adults) to the Principal before leaving school grounds.
2. Parental permission slips will be obtained by person in charge. These will also be turned in to the Principal before leaving school grounds.
3. Students will observe the riding rules of the school. Buses are supposed to have copies of riding rules posted. Driver distractions from within the bus are to be avoided.
4. No students are to be let off the bus at any location other than the school when returning from the field trip, unless prior arrangements have been approved by the Principal or Business Manager.
5. Any irregularities of the trip (including bus and driver problems) will be reported to the Principal immediately.
6. When students have to make other arrangements to get home, the person in charge and chaperones will stay with the students until all have left the school grounds.

Maureen Martz
SIGNATURE OF PERSON IN CHARGE

ROUTING INSTRUCTIONS

Forward completed form to your Principal. If approved, Principal will forward to Business Office. Business Office will return original request to Principal after busing arrangements. Principal will keep the original form in their office and will send a copy of the form to the person in charge.

APPROVALS			
Principal:	Approved <u>[Signature]</u>	Date <u>10/4/22</u>	
Business Manager:	Approved _____	Date _____	

THIS SPACE FOR BUSINESS OFFICE USE ONLY



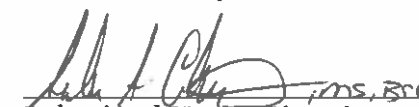
WW 10/7/22
BA App 10/13/22

LETTER OF COLLABORATIVE AGREEMENT

The undersigned acknowledges that a collaborative agreement has been established between Merakey and Therapeutic Family Care Program and **Canton Area School District**. Both parties agree to work collaboratively with individuals that are served between the agencies named herein in order to guarantee that most appropriate continuum of care for the individual.

PROCEDURE:

- Merakey will comply with all HIPPA regulations in reference to disclosing information concerning individuals in care. All information exchanged shall be in accordance with state and federal confidentiality laws.
- Merakey will be available for consultation with districts to ensure appropriate care for individuals.
- Merakey staff will obtain approval prior to making an appearance at any school.
- Merakey staff will follow all district policies when working with the child during school hours.
- Merakey will provide updated and secure progress updates on individuals in service.
- Merakey will work with and support schools in working with clients.
- Merakey will receive notice of IEP and be included in disciplinary meetings.
- Merakey will offer schools inclusion in the Interagency Team Meetings of children.
- It is the expectation that if Merakey undergo any significant alteration, this agreement shall be renegotiated
- Merakey will make every effort to obtain necessary records to enroll clients in school.


 Behavioral Health Site Director
 Merakey

9-29-2022
 Date

 Superintendent Signature

 School District

 Date

Merakey-Bradford/Sullivan Counties
703 S. Elmer Ave.
Suite #115
Sayre, PA 18840
Phone: (570) 888-0051 Fax: (570) 888-0449

WU 10/11/22
 Du App 10/13/22
 July - September 2022

*Siarra is co-signer for this account/FC

Date	Check #	Rec	Account Balance	Greenhouse	Wildlife	Beautification	Playground	6th Gr. St. Council	Explanation
7/12/2022			\$1,811.77	\$318.39	\$182.23	\$1,211.15	\$0.00	\$100.00	Current Balance
8/3/2022					\$8.68				Interest Deposit
8/10/2022		X		\$30.00		\$8.42			Interest Deposit
8/15/2022	1,124	X		(\$418.54)					Deposit- Greenhouse Flower Sales
9/6/2022						\$3.55			Check Shirley Alberts- Classroom supplies
9/6/2022		X		\$35.00					Interest Deposit
9/13/2022	1,125	X		(\$130.26)					Deposit Greenhouse Group- Cookie Sales
9/16/2022		X		\$45.00					Check Shirley Alberts- Classroom supplies
9/26/2022		X		\$30.00					Deposit Greenhouse Group- Cookie Sales
9/26/2022		X							Deposit greenhouse group- Cookie sales

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 8/30/2022

Account Range: 2002 through 2191

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Other Accounts					
Group: No Group Code Assigned					
2002 Band Front	143.02				143.02
2003 FCCLA	3,953.27		1,381.47		2,571.80
2004 Baseball Team Club	776.67				776.67
2005 Track Team	5,564.18				5,564.18
2008 Cheerleading	1,076.11				1,076.11
2009 Cheerleading-wrestling	0.00				0.00
2018 Commencement	33,675.97				33,675.97
2022 Football Club	4,777.76	2,871.00	5,976.42		1,672.34
2025 Future Farmers of Am	6,783.58	3,476.79	1,182.15		9,078.22
2028 Grapplers	5,055.89	2,802.00	500.00		7,357.89
2030 Hoopsters/Varsity Boys B-ball	82.18				82.18
2033 Interact	0.00				0.00
2034 Junior Ladies/Jr High V-ball	784.55				784.55
2037 Lettermen- Athletic	29.90				29.90
2038 Music-Instrumental	13.99				13.99
2039 Music-Vocal	733.77				733.77
2040 National Honor Society	67.46				67.46
2041 SADD	413.04				413.04
2044 Scholarship Challenge	1,731.08				1,731.08
2046 Softball Club	1,295.27				1,295.27
2047 Spanish Club	1,025.16				1,025.16
2048 Spiker Supporters/V. V-ball	9,865.45		477.00		9,388.45
2049 Student Council Beautification	8,795.19	280.21	681.87		8,393.53
2050 Student Council --Jr. High	0.00				0.00
2051 Student Council--Sr. High	1,051.35				1,051.35
2053 Warrior Runners/X-Country	1,810.52				1,810.52
2054 Wrestling-Junior High	14.64				14.64
2055 Yearbook II	634.13				634.13
2058 Library Club	893.67				893.67
2063 Class of 2016	0.00				0.00
2065 Class of 2017	0.00				0.00
2066 Class of 2018	0.00				0.00
2067 Casual for a Cause	39.45	102.00	100.00		41.45
2068 Class of 2019	0.00				0.00
2070 Competitive Spirit Squad	793.07	60.00	760.00		93.07
2071 Class of 2020	0.00				0.00
2072 The Giving Tree	11,911.27				11,911.27
2073 Class of 2021	0.00				0.00
2074 Drama Club	19,206.73		27.54		19,179.19
2075 Music - Fundraiser	1,521.27				1,521.27
2076 Class of 2022	1,968.45	25.00	750.00	(1,243.45)	0.00
2077 Basketball - Girls Varsity	120.05				120.05
2078 Stroup Cookies	0.00				0.00
2079 Class of 2023	7,545.19	650.00		500.00	8,695.19
2080 Class of 2024	5,056.19				5,056.19
2081 Battle of the Books	3,151.54				3,151.54
2083 Live Stream Team	7,047.27	850.00			7,897.27
2084 Science Club	1,354.39			743.45	2,097.84
2085 Class of 2025	4,118.70				4,118.70
2086 PBIS	7,532.96				7,532.96
2087 Class of 2026	1,311.61				1,311.61
2088 PBIS	0.00				0.00
2090 Pride Club	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2022 through 8/30/2022

Account Range: 2002 through 2191

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2091 Class of 2027	547.64				547.64
2191 Youth and Government Club	4,676.59				4,676.59
Total Group: No Group Code Assigned	168,950.17	11,117.00	11,836.45	0.00	168,230.72
Total Other Accounts	168,950.17	11,117.00	11,836.45	0.00	168,230.72