

## Lake-Lehman School Board

The combined Committee-of-the-Whole and regular monthly meeting for general purposes (voting)  
Monday, April 14, 2025, at 7:00 p.m. in the auditorium of the Lake-Lehman Junior-Senior High School.

**TO: Lake-Lehman School Board**

**FROM: *James E. McGovern*  
Superintendent of Schools**

### **Agenda**

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Moment of Silence**
4. **Executive Session(s)** An Executive Session of the Board will be held on April 14, 2025, to discuss:
  - A. Employment – retirements
  - B. Coaching/extra-curricular appointments/future positions
5. **Reading of Mission**  
  
**Lake-Lehman Mission:** To inspire students to achieve personal fulfillment through the context of mastery, independence, generosity and community within a safe learning environment.
6. **Superintendent's Report**
7. **Business Managers Report**
8. **West Side Career and Technical Center Report**
9. **Luzerne Intermediate Unit Report**
10. **Student Council**
11. **Food Service Report**
12. **Old Business**
13. **Approval of Agenda**
14. **Visitors** - Comments relative to approval of the Minutes, Payment of Bills, Treasurer's Report and Recommended ACTION ITEMS following.
15. **Approval of Minutes**

March 17, 2025 - regular monthly meeting.

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**16. Payment of Bills**

Approve the Fund Accounting Payment Summary with payment date listed as April 15, 2025, and interim payments dated April 4, 2025 and March 21, 2025.

**17. Treasurer's Report**

Approve the Treasurer's Report as of March 31, 2025.

**18. Acknowledge Receipts of Financial Reports and File for Audit**

Balances as of March 31, 2025

- Athletic Fund
- Food Service
- Jr/Sr High School Activity Fund
- Jr/Sr High School Principal's Fund
- Lehman-Jackson Elementary Fund
- Ross Elementary Fund
- Lake-Noxen Activity Fund

**19. Action Items –**

**Curriculum and Instruction – Rob Baran**

**Recommended Action**

1. Accept, with regret, the letter of retirement from Jeanne Williams, reading specialist, effective March 21, 2025.

**Recommended Action**

2. Accept, with regret, the letter of retirement from Linda VanOrden, elementary teacher, effective June 6, 2025.

**Buildings/Grounds – Jean Sayre**

**Athletics/Activities – Mark Wallace**

**Recommended Action**

1. Approve the following as School & Booster Volunteers for the 2024-2025 school year; all clearances on file:

A	Mary Azaravich	G	Yvette Hawk
B	Bethany Crompton	H	Katy Parrish
C	Amy Denmon	I	Makenzie Riauba

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D	Daniel DiGiovanni	J	Megan Rogers
E	Christine Eyer	K	Christopher Swire
F	Tiffany George	L	Keith Yanuzzi

**Recommended Action**

2. Appoint the following Assistant Coaches/ Extra-Curricular Advisors for the 2024-2025 school year, all clearances on file.

A	Victoria Groff	Softball	Volunteer
B	Alexandra McKitish	Varsity Cheerleading	\$1,779.99 (Pro-rated)
C	Courtney Dougal	JH Cheerleading	\$1,779.99 (Pro-rated)

**Recommended Action**

3. Appoint the following Head Coaches/ Extra-Curricular Advisors for the 2025-2026 school year, all clearances on file.

A	Kelly Adamshick	Girls Soccer	\$4,360.54
B	Enrico Bartolini	Boys Soccer	\$4,360.54
C	John Sobocinski	Cross Country	\$4,360.54
D	Gerald Gilsky	Football	\$8,478.64
E	Christopher Kukosky	Girls Volleyball	\$4,937.16
F	Adam Motovidlak	Golf	\$3,013.00
G	Jean Lipski	Field Hockey	\$6,408.27

**Support Services – Kevin Carey**

**Recommended Action**

1. Approve a leave of absence for Employee #3277, effective April 8 – July 8, 2025. It is understood the leave will consist of sick and unpaid days in accordance with the Family Medical Leave Act; not to exceed 60 days.

**School Board – Rob Wojtowicz**

**Recommended Action**

1. Approve the CM3 Building Solutions proposal for the underground fuel tank removal and generator replacement project at Lehman-Jackson, Lake-Noxen and the JR/SR high school utilizing grant funds from the "Public School Environmental Repairs Program" at a total project cost of \$1,368,628. All underground fuel tanks will be removed and the current diesel generators will be replaced with natural gas generators at each of the three listed buildings under this project. Lake-Lehman School District is responsible for 50% of the cost in accordance with the aforementioned grant.

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**Recommended Action**

2. Approve the Academic Affiliation Agreement between Lake-Lehman School District and King's College Department of Education for the purpose of student observations and student teaching placements. Term of Agreement is for 5 years from date of execution and will be renewed annually unless otherwise terminated by either party.

**Recommended Action**

3. Approve the Educational Affiliation Agreements between Lake-Lehman School District and King's College Department of Nursing, ABSN and RN-BSN Programs, for the purpose of clinical observations and field placement with school nurses. Term of Agreement shall commence upon signing by both parties and continue for an initial period of one (1) year, with automatic renewal for successive one-year terms unless terminated by either party.

**Recommended Action**

4. Approve the calendar for the 2025-2026 School Year.

**Recommended Action**

5. Exonerate James Mitkowski II, of Ross Township, from payment of all real estate taxes that become due on or after February 7, 2025, which apply to the property listed on the Exemption Certificate, and all terms and conditions which apply as listed on the certificate, as determined by the Pennsylvania State Veteran's Commission for Real Estate Tax Exemption, Department of Military and Veterans Affairs.

**Recommended Action**

6. Authorize payment of the following insurance appeal(s) based on the determinations of the Lake-Lehman Insurance Appeals Committee:

A.	Appeal #2024-12-1870	\$275.00
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**Recommended Action**

7. Approve the Application for Use of Facilities requested by Tim Rischawy, Back Mountain American Legion Baseball, for use of the baseball field for American Legion baseball games to be held on June 9<sup>th</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 30<sup>th</sup> and July 1, 2025, from 4:00 pm until 8:00 pm., upon availability.

**Recommended Action**

8. Approve the Application for Use of Facilities submitted by Savannah Harrison, Northwest Area Little League, for use of the Ross Elementary baseball field for softball and baseball practices from April until June, 2025 from 5:30 to 7:30 pm.

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**Recommended Action**

9. Award the bid for the Lake-Lehman School District Vestibule Security Upgrade Project to D & M Construction Unlimited, Inc., of 107 North Turnpike Rd., PO Box 132, Dalton, PA. This award shall include the base bid and Alternates #1 and #2. The project has an estimated total cost as follows:

Base Bid	\$1,224,000.00
Alternate #1	\$29,500.00
Alternate #2	\$9,300.00

20. **Information/Recognition**

**A. Curriculum and Instruction**

1. **Informational item:** Monthly School Newsletters

**B. Athletics/Activities**

**C. Buildings & Grounds**

**D. Transportation**

**E. Support Services**

**F. School Board**

1. **Informational item:** Check Run Comparison for March, 2025.  
2. **Informational item:** Hand Typed Checks for March, 2025.

21. **Board Discussion Items for Future Agendas (New Business)**

22. **Set Meeting Date**

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes has been scheduled for May 19, 2025, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

23. **Visitors**

24. **Adjournment**

