

LAKE-LEHMAN SCHOOL DISTRICT BOARD MEETING MINUTES

August 15, 2022

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes of the Lake-Lehman Board of School Directors was held on Monday August 15, 2022, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Drew Salko, at 7:05 p.m., and opened with Roll Call, the Pledge of Allegiance, and a Moment of Silence.

<u>DIRECTORS</u>	<u>Roll Call</u>
Kevin Carey	Present
Alfred DeAngelis	Absent
Lorraine Farrell	Present
Marilyn Glogowski	Absent
Karen Masters	Present
John McDonald	Present
David Paulauskas	Absent
Andrew Salko	Present
Robert Wright	Present

Others Present:

James E. McGovern, Superintendent
Tracey Liparela, Assistant to the Superintendent
Tom Melone, Business Consultant, A.B. Melone Co, CPA
Mary Jo Casaldi, Superintendent's Administrative Asst. /Board Secretary
Tabitha Miscavage, Personnel/Benefits Manager
Nancy Edkins, Lake-Noxen Elementary
Matthew Nonnenberg, Ross Elementary Principal
Donald James, Lehman-Jackson Elementary Principal
Brian Murphy, Technology Director
Doug Klopp, Junior-Senior High School Principal
Michael Kostrobala, Assistant Junior-Senior High Principal
David Madajewski, Director of Buildings and Grounds
Tina Antonello-Portee, Special Education Director
Erica Orock, School Psychologist

Anita Koziol	Melissa Smigielski	Rachel Holena	Erica Berrettini
Rich Cronin	Brenda Morris	George Manzoni	E.G. Morgan
Kathryn Morgan	Scott Walsh	Jamie Walsh	Logan Walsh
Megan Spess	Amy Spess	Brian Daum	Justin Harris
Matt Wegrzynowicz	Sherry Daum	Craig Selner	Kathleen Selner
Jamie Babcock	Gail Honeywell	Devin Michalec	

EXECUTIVE SESSIONS

Mr. Salko noted that an Executive Session was held on August 15, 2022, to discuss leaves of absence, retirements/resignations, employment opportunities, coaching/extra-curricular appointments, staff hirings, professional and support staff CBA's, and safety personnel contract.

READING OF MISSION

Mr. McGovern read the following Mission of the Lake-Lehman School District:

"The Mission of the Lake-Lehman School District is to inspire students to achieve personal fulfillment through the context of community, independence, generosity and mastery within a safe learning environment."

SUPERINTENDENT'S REPORT

Mr. McGovern announced that the first day of school for all students in the Lake-Lehman School District will be Tuesday, September 6, 2022. Kindergarten orientation is scheduled for Wednesday, August 31st, and Cyber School orientation will be held August 29th.

BUSINESS MANAGER'S REPORT

No Report.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko reported on highlights from the West Side Career and Technology Center Joint Operating Committee meeting held on Monday, June 27, 2022

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

Mrs. Farrell presented a report on the regular meeting of the Luzerne Intermediate Unit Board of Directors that was held on August 10, 2022.

STUDENT COUNCIL REPORT

No report.

FOOD SERVICE REPORT

No report.

OLD BUSINESS

None.

APPROVAL OF THE AGENDA

Mr. McGovern reviewed and read the agenda and addendums.

Mr. Salko noted the agenda is approved as read and amended.

VISITORS – Comments relative to approval of Minutes, treasurer's report, payment of bills, and
ACTION ITEMS.

Jamie Walsh	Sweet Valley	In reference to the July 18 th school board minutes, set for approval, Mr. Walsh questioned if the pilot math programs listed as school board motions #6 & #7 have been made available to school board members or the public, to review?
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		Mr. Salko responded that the minutes are accurate.
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APPROVAL OF MINUTES

Motion was made by Lorraine Farrell, seconded by Karen Masters, to approve the following minutes:

July 18, 2022 - regular monthly meeting

Vote: Upon roll call, all directors present voted yes; motion carried.

PAYMENT OF BILLS

Motion was made by Drew Salko, seconded by John McDonald, to approve the list of bills for August, 2022, in the amount of \$295,864.68 and move that they be paid subject to audit.

Vote: Upon roll call, all directors present voted yes; motion carried.

TREASURER'S REPORT

Motion was made by Drew Salko, seconded by John McDonald to approve the treasurer's report for July, 2022.

Vote: Upon roll call, all directors present voted yes; motion carried.

ACKNOWLEDGE RECEIPT OF FINANCIAL REPORTS AND FILE FOR AUDIT **(Attached to Treasurer's Report)**

Balances as of June 30, 2022

- Ross Elementary

Balances as of July 31, 2022

- Athletic Fund
- Food Service
- Lehman-Jackson Elementary

ACTION ITEMS

CURRICULUM AND INSTRUCTION

Motion was made by Bob Wright, seconded by Lorraine Farrell, to move on the following items:

1. Amend the motion of July 18, 2022, to reflect the retirement effective date of December 2, 2022, for Wendy Garrety.

Vote: Upon roll call, all members present voted yes; motion carried.

2. Accept, with regret, the letter of resignation from Allison Connell, Elementary Special Education Teacher, effective August 15, 2022, in accordance with the PA Public School Code of 1949.

Vote: Upon roll call, all members present voted yes; motion carried.

3. Appoint Erica Berrettini of Dallas, as a Temporary Professional Employee, effective immediately at a salary of \$64,007.00, Masters +12 Level, Step 10. Initial assignment: English Teacher. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

4. Appoint Jennifer Norconk of Dallas, as a Temporary Professional Employee, effective immediately at a salary of \$48,996.00, Bachelor's Level, Step 1. Initial assignment: Elementary Teacher. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

5. Appoint Megan Spess of Shavertown, as a Temporary Professional Employee, effective immediately at a salary of \$48,996.00, Bachelor's Level, Step 1. Initial assignment: Elementary Special Education Teacher. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

6. Appoint Megan Donaldson of Dallas, as a Temporary Professional Employee, effective immediately at a salary of \$59,131.00, Master's +12 Level, Step 7. Initial assignment: Elementary Special Education Teacher. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

7. Appoint the following as per diem substitute teachers, at a daily rate of \$120.00, without contractual rights/benefits. Pending receipt of clearances within the mandated timeframe.

A.	Micayla Grey of Dallas	Grades PK-4
B.	Quinn Dyrli of Dallas	Mathematics 7-12
C.	Rachel Holena of Shavertown	Mathematics 7-12
D.	Mary Ann Maxfield of Dallas	Elementary K-6 & Special Education K-12
E.	Rebecca Sutton of Allentown	Grades PK-4

Vote: Upon roll call, all members present voted yes; motion carried.

8. Appoint the following Teacher Preparation Program Completer Substitutes, in accordance with PDE Act 36, as per diem substitute teachers, at the established daily rate, without contractual rights/benefits. All clearances on file.

A.	Marylillian Stepanski of Hunlock Creek	Middle Level English Grades 4-8
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Vote: Upon roll call, all members present voted yes; motion carried.

9. Appoint the following LIU Guest Teacher Program Participant(s), as per diem substitute teacher(s), at a daily rate of \$120.00, without contractual rights/benefits. All clearances on file.

A.	Lorraine Regan of Dallas	Emergency Permit – All Instructional Areas PK-12
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Vote: Upon roll call, all members present voted yes; motion carried.

10. Approve the Lake-Lehman JSHS Student Handbook for the 2022-2023 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

11. Approve the Lake-Lehman Elementary School Student Handbook for the 2022-2023 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

12. Approve a leave of absence for Employee #3036 effective November 1, 2022 – January 31, 2023. 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.

Vote: Upon roll call, all members present voted yes; motion carried.

BUILDINGS & GROUNDS

No items.

ATHLETICS & ACTIVITIES

Motion was made by Kevin Carey, seconded by John McDonald, to move on the following items:

1. Approve the Athletic Handbook for the 2022-2023 School Year.

Vote: Upon roll call, all members present voted yes; motion carried.

2. Approve the appointment of Dr. Kevin Carey, to provide on-site physician coverage at Lake-Lehman football games for the 2022-2023 school year. The fee for football game coverage is \$125.00 per game. Any additional on-site coverage will be provided at \$50.00 per hour.

Vote: Upon roll call, Dr. Carey abstained from voting. All other member present voted yes; motion carried.

3. Amend the motions of May 16 & June 14, 2022 appointing the following Football Coaching Staff, in accordance with the Memorandum of Understanding between the Lake-Lehman School District and the Lake-Lehman Education Association for the 2022-2023 school year, to reflect the adjusted stipends. All clearances on file.

May 16 - D	Frank Kutz	Assistant Varsity	\$1,000.00
June 14 - B	Trey Borger	Assistant Varsity	\$3,144.09

Vote: Upon roll call, all members present voted yes; motion carried.

4. Approve the following as School & Booster Volunteers for the 2022-2023 school year; all clearances on file:

A	Daniel Angus	D	Joanna Pechal
B	Brandon Bower	E	Eric Strenfel
C	Daniel Pechal	F	Moriah Stenfel

Vote: Upon roll call, all members present voted yes; motion carried.

5. Accept, with regret, the letter of resignation from Ronald Strohl, Head Girls Lacrosse Coach, effective immediately, and authorize administration to advertise for the position.

Vote: Upon roll call, all members present voted yes; motion carried.

6. Appoint the following Head Coaches/ Extra-Curricular Advisors for the 2022-2023 school year, all clearances on file; provided that the season is not cancelled due to Covid-19 related purposes.

A	Sarah Pryor	Key Club Advisor	\$1,429.58
B	Caroline Perillo	Building Hope Club Advisor	\$ 962.53
C	Nicole Chipeco	Softball	\$4,721.58
D	Christian Hampel	Boys Lacrosse	\$4,640.37
E	Christopher Kukosky	Boys Volleyball	\$4,721.58
F	Michael Sholtis	Baseball	\$4,721.58
G	John Sobocinski	Track & Field	\$4,721.58

Vote: Upon roll call, all members present voted yes; motion carried.

7. Accept, with regret, the letter of resignation from Adam Dodge, Assistant Band Director & Indoor Percussion Advisor, effective August 12, 2022.

Vote: Upon roll call, all members present voted yes; motion carried.

8. Appoint the following Assistant Coaches/ Extra-Curricular Advisors for the 2022-2023 school year, all clearances on file; provided that the season is not cancelled due to Covid-19 related purposes.

A	Joseph DeMace	Band	\$2,380.48
B	Elmer Souder	Football	Volunteer
C	Devin Michalec	Boys Soccer	Volunteer

Vote: Upon roll call, all members present voted yes; motion carried.

TRANSPORTATION

Motion was made by Karen Masters, seconded by John McDonald, to move on the following items:

1. Approve the list of bus/van drivers for the 2022-2023 school year. All clearances on file.

Back Mountain Transit					
A	Esther Alles	P	Debra Frear	EE	Michael Peck
B	James Barrall	Q	Karen Gingrich	FF	Francis Prest
C	Joan Belles	R	Keely Glatz	GG	Barbara Shaver
D	Amy Butler	S	Robyn Goss	HH	Barry Shaver
E	Jeffrey Butler	T	Brianna Hardiman	II	Laurie Smith
F	Denise Cave	U	Joy Hardiman	JJ	Francis Sutton
G	Anthony Coletti	V	Eileen Headman	KK	Kenneth Sutton
H	Brandon Coletti	W	Morgan Headman	LL	Susan Sutton
I	Aubrey Connolley	X	Kendra Hettesheimer	MM	Eugina Traver
J	Donald Crispell	Y	Donna Hopfer	NN	Kaelyn Traver
K	Lorrie Durris	Z	Denise Hosey	OO	Sandy Traver
L	Garrett Edwards	AA	Francis Lewis	PP	Michelle Vannoy
M	Sally Emanuel	BB	Kyndra Lutz	QQ	Sharron Walker
N	Patricia Engelhardt	CC	Joann McRoy	RR	John Young
O	Joseph Foose	DD	Rachel Miers		
Keystone Valley LLC					
SS	Kenneth Pizano	WW	Diane Holtje	AAA	Tyquasha Haynes
TT	Kenneth Pizano Jr	XX	John Coulton	BBB	Ginger Cochran
UU	Beth Kaminski	YY	Taryn Groves	CCC	Deanna Jordan
VV	Rhonda Forester	ZZ	Jennifer Thomas		
Jones					
DDD	Kent Jones	EEE	Kurt Jones	FFF	Terry Jones
Scovish					
GGG	Alfred Scovish				

Vote: Upon roll call, all members present voted yes; motion carried.

2. Approve the school bus fuel cost adjustment for the 2021-2022 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

SUPPORT SERVICES

Motion was made by Lorraine Farrell, seconded by John McDonald to move on the following items:

1. Rescind the motion of July 18, 2022, appointing Tina Dorshefski of Hunlock Creek as Full-Time Technology Assistant.

Vote: Upon roll call, all members present voted yes; motion carried.

2. Appoint Ryan Dunsmuir of Hunlock Creek, as Full-Time Technology Assistant, 8 hours per day, 260 days per year, at an hourly rate of \$13.50. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

3. Appoint Jason Dubois of Dallas as Full-Time Maintenance Worker, 8 hours per day, 260 days per year, at an hourly rate of \$12.00. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

4. Appoint Michelle Volkel of Hunlock Creek as Full-Time Custodian, 8 hours per day, 260 days per year, at an hourly rate of \$11.00. Pending receipt of clearances within the mandated timeframe.

Above Motion Tabled

5. Appoint Kaitlyn Loveland of Noxen as Part-Time Food Service Worker (Cook), 5.5 hours per day, 186 days per year, at an hourly rate of \$11.00. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

6. Appoint Nancy Turner of Edwardsville as Part-Time Food Service Worker, 5.75 hours per day, 186 days per year, at an hourly rate of \$11.00. Pending receipt of clearances within the mandated timeframe.

Vote: Upon roll call, all members present voted yes; motion carried.

7. Approve a leave of absence for Employee #2159 effective September 1 – October 31 2022. It is understood the leave will consist of sick, personal, emergency and unpaid days in accordance with the Family Medical Leave Act; not to exceed 60 days.

Vote: Upon roll call, all members present voted yes; motion carried.

8. Appoint Jeannette Hoyt of Harvey's Lake as Hourly Substitute Clerical & Paraeducator without contractual rights/benefits. All clearances on file.

Vote: Upon roll call, all members present voted yes; motion carried.

SCHOOL BOARD

Motion was made by John McDonald, seconded by Lorraine Farrell, to move on the following items:

1. Approve the Arbiter Pay Proposal from Arbiter Sports of Sandy, Utah, at a 5-year cost of \$8,660.00. (Year 1: \$1,990.00, Year 2: \$1,545.00, Year 3: \$1,690.00, Year 4 \$1,645.00, Year 5, \$1,790.00.)

Vote: Upon roll call, all members present voted yes; motion carried.

2. Accept the Single Audit Report for the Fiscal Year Ended June 30, 2021, as prepared by Rainey & Rainey CPA's.

Vote: Upon roll call, all members present voted yes; motion carried.

3. Accept the Final Tax Collection Report from the Tax Collectors for the Year Ended December 31, 2020, as prepared by Rainey & Rainey, CPAs.

Vote: Upon roll call, all members present voted yes; motion carried.

4. Authorize rental payment to Lake-Lehman School District Tax Collectors in the amount of \$2,000.00 for the 2022-2023 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

5. Exonerate the following individual from payment of 2022 per capita taxes as it has been determined that the individual meets the guidelines set forth in the Application for Exoneration.

A. Walker M. Kmetz, Jackson Township, full-time student

Vote: Upon roll call, all members present voted yes; motion carried.

6. Authorize administration to enter into an agreement between the Lake-Lehman School District and Children's Service Center of Wyoming Valley to provide behavioral health services for students in the district, in accordance with requirements set forth in said agreement, for the 2022-2023 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

7. Approve the Memorandum of Understanding between Lake-Lehman School District and Luzerne Intermediate Unit #18, Title III Consortium, for ESL/ELD services for the 2022-2023 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

8. Ratify the approval of an Application for Use of Facilities requested by Tracey McGurk, Cub Scout Pack 241, for the use of the Lehman-Jackson parking lot for a scouting event held on August 7, 2022, from 2:00 p.m. to 4:00 p.m.

Vote: Upon roll call, all members present voted yes; motion carried.

9. Approve a revised list of graduates from the Lake-Lehman Class of 2022.

Vote: Upon roll call, all members present voted yes; motion carried.

10. Approve the Special Education Plan effective the 2022-2023 school year through the completion of the 2024-2025 school year.

Vote: Upon roll call, all members present voted yes; motion carried.

11. Approve an increase in the hourly rate of Lucinda Welsh, Ross Elementary SRO, to \$25.00, effective for the start of the 2022-2023 school year.

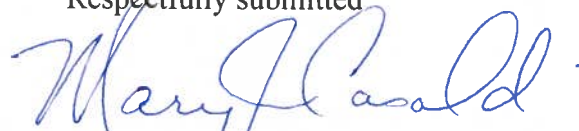
Vote: Upon roll call, all members present voted yes; motion carried.

	Mr. Salko responded that someone would get back to her.
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ADJOURNMENT

A motion to adjourn the meeting was made by Lorraine Farrell; seconded by Kevin Carey.
Mr. Salko adjourned the meeting at 7:33 pm.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi

