

Lake-Lehman School Board

The combined Committee-of-the-Whole and regular monthly meeting for general purposes (voting)
Monday, August 18, 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 August 18, 2025, to discuss:
 - A. Employment – professional staff opportunities (Career Advisor, Reading Specialist, SLP)
 - B. Coaching/extra-curricular appointments
 - C. LLEA Grievance
 - D. LLESPA Contract Extension
 - E. Substitute Teacher pay
 - F. Support Staff employment opportunities (Courier, Part-Time Maintenance)
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.

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15. Approval of Minutes

July 21, 2025 - regular monthly meeting.

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

16. Payment of Bills

Approve the Fund Accounting Payment Summary with payment date listed as August 19, 2025, and interim payments dated July 25, 2025 and August 8, 2025.

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

17. Treasurer's Report

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

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

18. Acknowledge Receipts of Financial Reports and File for Audit

Balances as of June 30, 2025

- Lake-Noxen Activity Fund

Balances as of July 31, 2025

- Athletic Fund
- Food Service
- Lake-Noxen Activity Fund

19. Action Items –

Curriculum and Instruction – Rob Baran

Recommended Action

1. Approve the Lake-Lehman School District Junior-Senior High School Handbook for the 2025-2026 school year.

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

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Recommended Action

2. Approve the Lake-Lehman School District Elementary Handbook for the 2025-2026 school year.

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

Recommended Action

3. Accept, with regret, the letter of resignation from Kathleen Ignatovich, Speech Language Pathologist, effective August 19, 2025.

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

Recommended Action

4. Ratify approval for administration to post for the following positions:

A.	Special Education Teacher
B.	Speech Language Pathologist

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

Recommended Action

5. Appoint Mark Major of Shavertown as a Temporary Professional Employee, effective for the start of the 2025-2026 school year at a salary of \$49,486.00, Bachelor's Level, Step 1. Initial assignment: Career Advisor. All clearances on file.

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

Recommended Action

6. Appoint Jennifer Toll of Harvey's Lake as a Temporary Professional Employee, effective for the start of the 2025-2026 school year, at a salary of \$55,502.00, Master's Level, Step 3. Initial assignment: Reading Specialist. Pending receipt of clearances within the mandated timeframe.

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

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Recommended Action

7. Appoint the following Mentor Teacher/Counselor for the 2025-2026 school year:

	Mentor	New Teacher/Counselor	Stipend
A.	Megan Donaldson	Sarah Traver	\$619.07

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

Recommended Action

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

A.	David Johnson of Dallas	Grades Pk-4 Certification
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Vote: Upon roll call, all members present voted yes; motion carried.

Buildings/Grounds – Jean Sayre

Athletics/Activities – Mark Wallace

Recommended Action

1. Approve the following as School & Booster Volunteers for the 2025-2026 school year; all clearances on file:

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

Recommended Action

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

A.	Kelly Cave-Mattie	Student Council Advisor	\$1,495.56
B.	Kelly Cave-Mattie	SADD Club Advisor	\$1,495.56
C.	Tracey Stanley	Yearbook Advisor – Junior High	\$1,190.53

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

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Recommended Action

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

A.	Kevin Voelker	Golf	Volunteer
B.	Robert Gregor	Football	Volunteer
C.	John Christopher Chapple	Boys Soccer	Volunteer
D.	Emily Smith	Girls Soccer	Volunteer
E.	Alexandra Concklin	Girls Soccer	Volunteer
F.	Janene Kasarda	JH Field Hockey	\$3,548.41

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

Transportation – Drew Salko

Recommended Action

1. Approve an extension to the School Bus Transportation Contract, between John Young of Back Mountain Transit Co., Inc., of Lehman, PA, and the Lake-Lehman School District. The contract has been amended to reflect an adjustment to the extra-curricular mileage and layover rates outlined in said contract. The term of agreement has been extended for an additional (5) years terminating June 30, 2033.

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

Support Services – Kevin Carey

Recommended Action

1. Approve the Lake-Lehman Educational Support Personnel Association contract extension commencing July 1, 2026 through June 30, 2029.

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

School Board – Rob Wojtowicz

Recommended Action

1. Approve the Master Services Agreement between Lake-Lehman School District and Onward Search LLC for recruitment and referral of Behavioral Health Technician services for the autistic support classroom located at Ross Elementary. The Master Service Agreement will be valid for two years as per date initiated on the agreement.

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

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Recommended Action

2. Approve the MOU between Lake-Lehman School District and the United Way of Wyoming Valley outlining participation in the Nurse's Pantry Initiative. Amount of award for Lake-Lehman School District: \$2,200.00

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

Recommended Action

3. Approve the Inspire Science Pilot (McGraw Hill Publishers) for the 2025-2026 school year. The pilot will be facilitated in eight elementary classrooms. All student consumables, online access and teacher support materials are provided by the publisher free of charge. Total cost to the district for science lab collaboration kits for each classroom: \$20,704.90.

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

Recommended Action

4. Approve the appointment of Dr. Robert Gregor, Shavertown, to provide on-site physician coverage at Lake-Lehman football games for the 2025-2026 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, all members present voted yes; motion carried.

Recommended Action

5. Exonerate John G. Marshall Sr., of Jackson Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate as determined by the Pennsylvania State Veteran's Commission for Real Estate Tax Exemption, Department of Military and Veterans Affairs.

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

Recommended Action

6. Exonerate John W. Mitchell Jr., of Jackson Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate as determined by the Pennsylvania State Veteran's Commission for Real Estate Tax Exemption, Department of Military and Veterans Affairs.

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

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Recommended Action

7. Exonerate Dylan A. Round, of Jackson Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate that become due on or after May 16, 2025, as determined by the Pennsylvania State Veteran's Commission for Real Estate Tax Exemption, Department of Military and Veterans Affairs.

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

Recommended Action

8. Approve the agreement between the Luzerne Intermediate Unit and the Lake-Lehman School District to provide Partial Hospitalization Therapeutic services at a cost of \$112.44 per day for the 2025-2026 school year.

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

Recommended Action

9. Approve the revised job description for the position of Director of Pupil Services.

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

Recommended Action

10. Approve the Pat Curley Detective Agency, Inc. Mountaintop, PA to provide SRO services for the 2025-2026 school year at the Ross Elementary School.

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

Recommended Action

11. Approve the revisions and extension to the contract of James E. McGovern, Superintendent, commencing September 1, 2025 and ending June 30, 2029.

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

Recommended Action

12. Approve the following reimbursement(s) due to increased prescription co-pays, effective July 1, 2017, as outlined in the Collective Bargaining Agreement between the Lake-Lehman School District and the Lake-Lehman Educational Support Personnel Association:

A	Employee #1385	\$40.00
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Vote: Upon roll call, all members present voted yes; motion carried.

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Recommended Action

13. Approve the Application for Use of Facilities submitted by Martha Pearson, Lake-Lehman Junior Knights, for use of the grass area along Miliauskas Way, on the junior-senior high school campus, for a Pep Rally/Bonfire to be held Thursday, September 25, 2025, from 5:30 p.m. until 8:00 p.m.

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

Recommended Action

14. Ratify the approval of the Application for Use of Facilities submitted by Martha Pearson, Lake-Lehman Junior Knights, for use of the junior-senior high school lobby area or any available area for indoor cheer practice in the event of inclement weather, from August 7, through September 1, 2025 from 5:30 p.m. until 7:30 p.m.

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

Recommended Action

15. Approve the Application for Use of Facilities submitted by Mindy Grossman, Lake-Lehman Junior Knights, for use of the football field, 1 multi-purpose field, concessions, both gymnasiums and hallways for a conference cheer competition to be held on Saturday, September 13, 2025, from 5 a.m. until 7 p.m. Set up for the event will take place on Friday, September 12, 2025, from 5 p.m. until 7 p.m.

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

Recommended Action

16. Approve the Application for Use of Facilities submitted by Jacqueline Morgan, Lake-Lehman Cheer Booster Club, for use of the junior-senior high school parking lot, gymnasium, concessions and lobby area for a "Cheer for a Cure" event to be held on Saturday, October 18, 2025 from 7 a.m. until 7 p.m. Set up for the event is scheduled for Friday, October 17, 2025, after school hours.

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

Recommended Action

17. Approve the Application for Use of Facilities submitted by Jacqueline Morgan, Lake-Lehman Cheer Booster Club, for use of the junior-senior high school new gymnasium, lobby and concessions for a Homecoming Dance to be held on Saturday, September 27, 2025, from 5 p.m. until 10 p.m. Set up for the event is scheduled from 10 a.m. until 12 p.m. on Saturday, prior to the event.

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

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18. Approve the Application for Use of Facilities submitted by Becki Brandenburg, Lake-Lehman Band Sponsors, for use of the junior-senior high school gymnasiums, kitchen, lobby area, hallway near the gymnasiums and parking lot, for a Craft Show to be held on Saturday, November 22, 2025, from 7 a.m. until 5 p.m. Set up for the event is scheduled for Friday, November 21, 2025, from 4 p.m. until 8 p.m.

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

20. Information/Recognition

A. Curriculum and Instruction

B. Athletics/Activities

C. Buildings & Grounds

D. Transportation

E. Support Services

F. School Board

1. **Informational item:** Check Run Comparison for July, 2025.

2. **Informational item:** Hand Typed Checks for July, 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 September 15, 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

