

**LAKE-LEHMAN SCHOOL DISTRICT  
BOARD MEETING MINUTES**

**February 12, 2024**

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, February 12, 2024, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:00 p.m., and opened with Roll Call, Pledge of Allegiance and a moment of silence.

<u>DIRECTORS</u>	<u>Roll Call</u>
Robert Baran	Present
Kevin Carey	Present
Al DeAngelis	Present
David Paulauskas	Absent
Drew Salko	Present
Mark Wallace	Present
Scott Walsh	Present
Rob Wojtowicz	Present
Robert Wright	Present

**Others Present:**

James E. McGovern, Superintendent  
Tracey Liparela, Assistant to the Superintendent  
Avery E. Smith, Esquire, King, Spry, Herman, Freund & Faul LLC  
Mary Jo Casaldi, Superintendent's Administrative Asst./Board Secretary  
Tabitha Miscavage Spagnuolo, Personnel/Benefits Manager  
Lori Bednarek, Special Projects Coordinator  
Mike Kostrobala, Assistant Principal, Junior-Senior High School  
Matthew Nonnenberg, Ross Elementary Principal  
Donald James, Lehman-Jackson Elementary Principal  
Brian Murphy, Technology Director/Director of Buildings & Grounds  
Jeff Shook, Dean of Students/Athletic Director  
Tina Antonello-Portee, Special Education Director  
Erica Orock, School Psychologist

David Fedor	Jim Welby	Rich Cronin	Brenda Morris
Brianna Wright	Stephen Martin	Erin Martin	Stephen Martin
Grace Martin	Jamie A. Walsh	Gail Honeywell	Lucy Honeywell
Amber Lee	Cheryl Koval	Dallas Hanna	Diana Burkley
Addyson Burkley	Jamie Walsh	Kathleen Selner	Rich Janosov

**EXECUTIVE SESSION**

An Executive Session of the Board was held on February 12, 2024, to discuss employment opportunities - support staff/ teacher/administration, coaching/extra-curricular appointments, Act 93 Agreement, personnel matters, litigation, substitute pay, employee benefit packages, Special Education programming 2024-2025.

**READING OF MISSION**

Students from the Ross Elementary School recited the 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**

Mrs. Liparela presented the superintendent’s report which included the following:

- The Lake-Lehman Junior-Senior High School was recently named a recipient of the AP Computer Science Female Diversity Award. This award is given to schools who have achieved 50% or higher female exam takers in one or both of the AP Computer Science Exams. Lake-Lehman currently offers AP Computer Science Principles, which is one of 12 AP courses available to our students.
- Mrs. Liparela thanked the Dallas Kiwanis for their generous donation of \$1,100. The mission of the Dallas Kiwanis Club is to help improve the world, one child and one community at a time. The money will be used to pay for several students’ lunch account balances. The money helps students in need.

**BUSINESS MANAGER’S REPORT**

No Report.

**WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT**

Mr. Wright provided highlights from the December meeting of the West Side CTC Joint Operating Committee.

**LUZERNE COUNTY INTERMEDIATE UNIT REPORT**

Mr. Walsh provided highlights from the December meeting of the Luzerne Intermediate Unit.

**STUDENT COUNCIL REPORT**

Student Council representative, Lucy Honeywell provided the following report:

The Lake-Lehman Student Council is busy this month as we prepare many exciting events for our students. Our club just held our February class competition, which was Jersey Day in honor of the Super Bowl. This competition also helped to promote Key Club’s first week of Fight Hunger February. Participating students wore jerseys on Friday, February 9th, and the winners were the 7th graders and freshmen. This Friday, February 16th, we will be bringing back our Mr. Knight pageant! Eight senior boys will be competing to take home the crown and be honored as the 2024 Mr. Knight. Additionally, our monthly bake sale will be held on February 27th where all items will be sold for \$1 outside of the cafeteria during all lunches. Our club is excited for these upcoming events and we are looking forward to having a successful month!

**FOOD SERVICE REPORT**

No Report.

**OLD BUSINESS**

None.

**APPROVAL OF THE AGENDA**

Mr. McGovern reviewed and read the agenda and addendum items.

Mr. Wright 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.

No visitor’s comments.

**APPROVAL OF MINUTES**

Motion was made by Rob Baran, seconded by Mark Wallace, to approve the following minutes.

January 22, 2024 - regular monthly meeting

January 3, 2024 – special meeting

**Vote: Upon roll call, Mr. DeAngelis abstained, all other members present voted yes; motion carried.**

**PAYMENT OF BILLS**

Motion was made by Robert Wojtowicz, seconded by Mark Wallace, to approve the Fund Accounting Payment Summary with payment date listed as February 13, 2024, in the amount of \$353,310.96, and interim payments dated January 26, 2024, in the amount of \$151,094.03; 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 Al DeAngelis, to approve the treasurer’s report as of January 31, 2024.

**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 December 31, 2023**

- Lake-Noxen Elementary

**Balances as of January 31, 2024**

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

**ACTION ITEMS**

**CURRICULUM AND INSTRUCTION**

1. Approve the 2024-2025 Junior High School Curriculum Guide.

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

2. Approve the 2024-2025 Senior High School Curriculum Guide.

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

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

A.	Lacey Claypoole of Shavertown	Early Childhood PK-3 Certification
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**Vote: Upon roll call, all members present voted yes; motion carried.**

4. Appoint the following as a per diem substitute nurse, at a daily rate of \$125.00, without contractual rights/benefits. Pending receipt of clearances within the mandated timeframe.

A.	Heidi Rhone of Sweet Valley	Registered Nurse
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**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 Drew Salko, to move on the following items:

1. Approve the following as School & Booster Volunteers for the 2023-2024 school year; all clearances on file:

A.	David Hozempa
B.	Shelby Hozempa

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

2. Amend the motion of January 22, 2024, (Motion 5 – I) appointing John Sobocinski as Head Cross Country Coach for the 2024-25 school year, to reflect a stipend of: \$4,317.37.

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

3. Rescind the following motion appointing Assistant Coaches/ Extra-Curricular Advisors for the 2023-2024 school year:

A.	October 16, 2023	4 – H.	Mindy Ball	Varsity Softball	\$2,993.22
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**Vote: Upon roll call, all members present voted yes; motion carried.**

**Mr. McGovern stated, that the clause: “provided that the season is not cancelled due to Covid-19 related purposes,” will be eliminated from being included in board motions; effective at this time.**

**Mr. McGovern read the following motions, omitting the clause.**

4. Appoint the following Assistant Coaches/ Extra-Curricular Advisors for the 2023-2024 school year, all clearances on file. ~~provided that the season is not cancelled due to Covid-19 related purposes.~~

A.	Kyle Purdy	Baseball	Volunteer
B.	Tiffany Hettes	JH Track & Field	\$2,993.22
C.	Scott Shotwell	Varsity Softball	\$2,993.22
D.	Mindy Ball	Softball	Volunteer

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

5. Appoint the following Head Coaches/ Extra-Curricular Advisors for the 2024-2025 school year, pending receipt of clearances within the mandated timeframe. ~~provided that the season is not cancelled due to Covid-19 related purposes.~~

A.	Adam Motovidlak	Golf	\$2,931.86
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**Vote: Upon roll call, all members present voted yes; motion carried.**

**TRANSPORTATION**

No items.

**SUPPORT SERVICES**

Motion was made by Mark Wallace, seconded by Kevin Carey to move on the following item:

1. Appoint Julie Vitack of Harvey’s Lake as Part-Time Food Service Worker (Cook), 5.25 hours per day, 186 days per year, at an hourly rate of \$15.00. All clearances on file.

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

**SCHOOL BOARD**

Motion was made by Rob Baran, seconded by Drew Salko, to move on the following items:

1. Rescind the motion of retirement for James E. McGovern, Superintendent of Schools.

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

2. Approve the Settlement Agreement and Release between the Lake-Lehman School District and Jamie Walsh.

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

3. Approve and authorize the renewal of the Special Education Legal Services Letter of Engagement for Jennifer Donaldson, Esquire, Eastburn and Gray, PC, Attorneys at Law, Doylestown, PA, to serve as special education council to represent the Lake-Lehman School District in education matters on an as needed basis, as per terms of said agreement.

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

4. Authorize administration to execute the 2023-2024 Intergovernmental Agreement between the Luzerne Intermediate Unit #18 and the Lake-Lehman School District, to provide and operate programs and services as outlined in said agreement, at a total cost of \$304,774.92.

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

5. Approve the Tax Collection Reports for 2023.

- A. 2023 Real Estate Tax Analysis
- B. 2023 Real Estate Supplemental (County Issued May and September 2023)
- C. 2023 Per Capita Tax Analysis
- D. 2023 Cost of Real Estate & Per Capita Tax Analysis

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

6. Authorize a refund of paid real estate taxes for the year 2023 for Michael Kashnicki of Jackson Township, as determined by the Luzerne County Board of Assessment Appeals in the amount of \$426.26.

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

7. Authorize a refund of paid real estate taxes for the year 2023 for Alan and Tracey Blad of Lehman Township, as determined by the Luzerne County Board of Assessment Appeals in the amount of \$134.12.

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

8. Approve the job description of the position entitled: Superintendent of Schools.

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

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

- A. Appeal #2024-01-3052                      \$599.00
- B. Appeal #2024-01-3242                      \$450.00

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

**INFORMATION AND RECOGNITION**

Mr. Wright noted that all informational items are as listed.

**BOARD DISCUSSION FOR FUTURE BUSINESS**

None.

**SET MEETING DATES**

Mr. Wright read the following meeting information:

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes has been scheduled for March 18, 2024, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.


**VISITORS**

Stephen Martin Brianna Wright	L-L Junior Senior High School students, Sophomore Class	Both students addressed the Board with a proposal to start the 2024-2025 school year prior to the Labor Day holiday, stating this could possibly result in an earlier graduation date, or more break time during the year. They also stated that out of 108 students surveyed, 54.6% would prefer to start before Labor Day  Mr. Wright responded that the Board will discuss their suggestions.
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**ADJOURNMENT**

A motion to adjourn the meeting was made by Drew Salko, seconded by Al DeAngelis.

Mr. Wright adjourned the meeting at 7:25 p.m.

Respectfully submitted  
  
Non-Member, Board Secretary  
Mary Jo Casaldi

