

LAKE-LEHMAN SCHOOL DISTRICT BOARD MEETING MINUTES

January 21, 2025

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes of the Lake-Lehman Board of School Directors was held on Tuesday, January 21, 2025, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:10 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	Absent
David Paulauskas	Present
Drew Salko	Present
Jean Sayre	Present
Mark Wallace	Present
Scott Walsh	Absent
Rob Wojtowicz	Present
Robert Wright	Present

Others Present:

James E. McGovern, Superintendent
Tracey Liparela, Assistant to the Superintendent
Mary Jo Casaldi, Superintendent's Administrative Asst./Board Secretary
Avery Smith, Esquire, District Solicitor
Joseph Caputo, Business Consultant
Matthew Nonnenberg, Junior-Senior High School Principal
Tabitha Miscavage Spagnuolo, Assistant Junior Senior-High Principal/Personnel/Benefits Manager
Jeff Shook, Dean of Students/ Home and School Resource Officer/ Athletic Director
Donald James, Lehman-Jackson Elementary Principal
Michael Kostrobala, Ross Elementary Principal
Brian Murphy, Technology Coordinator/Buildings and Grounds Director
Tina Antonello, Director of Special Education
Erica Orock, School Psychologist

Doris Shaw	Rikki Ritts	William M.	Kris G.	Tom Hudak
Arthur Price	Brenda Chapple	Chris Chapple	Andrew C.	Geoffrey Rittenhouse
Sarah D Giovanni	Riann DeCesaris	Julie E.	Melanie R.	Angelo DeCesaris
Joyce L.	Kim Peiffer	Jeff Peiffer	Nicole S.	Elizabeth G. Morgan
John Morgan	Jill Casale	Brett Slocum	Ella Aritz	Courtney Judge
Landen Aritz	Craig Selner	Kathleen Selner	Jillian Selner	Jean Lipski
Susan Slocum				

READING OF THE MEETING NOTICE – Mrs. Casaldi read the meeting notice, published in the Times Leader newspaper, which included Lake-Lehman School Board meeting dates for the 2025 calendar year. Mrs. Casaldi also noted that school board meeting dates and information are posted on the Lake-Lehman School District website on the School Board page.

EXECUTIVE SESSION

An Executive Session of the Board was held on January 21, 2025, to discuss the following:

- A. Employment opportunities – administration
- B. Professional staff, support staff appointments
- C. Coaching/extra-curricular appointments
- D. Job descriptions

READING OF MISSION

Mr. McGovern read 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

The Superintendent’s Report included the following:

1. **Athletic Presentations:**

- Coach Kelly Adamshick was presented with a certificate for the Girls Soccer Team earning the title of “2024 PIAA District II "AA" Girls Soccer Champions.” Coach Adamshick talked about the great season the girls had and thanked the board and administration for their support. Ashley Hudak was also presented with a certificate from Coach Adamshick for being named to 1st Team All-State Girls Soccer.
- Olivia Oliver and Isabella DeCesaris were presented with certificates from Coach Jean Lipski for both being named to 1st Team All-State Field Hockey. Coach Lipski noted that the girls are also Academic All-State. Coach Lipski thanked the board and administration for their support and expressed her appreciation of the new turf fields.
- Ricky Bartolini, Boys Soccer Coach, presented a certificate to Andrew Chapple for being named to 1st Team All-State Boys Soccer. Coach Bartolini also thanked the board and administration for their support and noted that the team had an excellent season.

2. **Elementary Art Award**

- Mrs. Jill Casale, Lehman-Jackson Elementary Art Teacher, presented 5th grade student, Jayden Beach with a certificate for being chosen as a winner in the PA Office of the Attorney General - 2025 Drug Free Calendar Contest. Jayden attended the awards ceremony at the state capital where he was treated to lunch and was given a private tour. State Representative, Jamie Walsh, also read and presented a citation from the Attorney General to Jayden at the board meeting. Jayden’s entry “Don’t Do Drugs or You’ll Be Toast” will represent the month of August in the calendar. “Congratulations Jayden!”

3. **January – School Director Recognition Month**

- Mr. McGovern acknowledged and thanked our current board members for their commitment and dedication to the Lake-Lehman School District and community.

BUSINESS MANAGER'S REPORT

Mr. Caputo, Business Consultant, provided information in regard to the annual Tax Claim Sale Resolution included on the agenda for Board approval. Mr. Caputo explained with the adoption of the resolution, the District agrees to sell its anticipated qualified 2025 Tax Claims to the Redevelopment Authority of Luzerne County, pursuant to the Agreement.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko provided highlights from the November 25, 2024, meeting of the West Side CTC Joint Operating Committee.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

Mrs. Sayre provided highlights from the meeting of the Luzerne Intermediate Unit held November 20, 2024.

STUDENT COUNCIL REPORT

Landen Aritz provided the following report on behalf of the Student Council.

The Student Council is excited to move into the new year following a highly successful holiday season. On December 13th, we hosted the class olympics, and the victor of the games overall won 200 points towards our ongoing class competition. Immediately following, we arranged the final execution of our annual Holiday Assembly on December 20, which followed a structure of twelve activities and performances, showcasing a variety of talent, tenacity, and school spirit.

Upon return from break, we began planning our next projects. On Thursday, January 23rd, we will have a bake sale set up outside the cafeteria during all lunches. Looking forward to February, plans are in motion to put on our Mr. Knight pageant on Friday, February 14th. The Mr. Knight pageant will consist of several senior boys competing against one another over the course of varying performance events in hopes of being crowned Mr. Knight. I'm excited to begin work on our final projects to close out this school year in the coming months, and as always, I thank you for your continued support!

FOOD SERVICE

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 Comments.

APPROVAL OF MINUTES

Motion was made by Mr. Salko, seconded by Mr. Baran to approve the following minutes.

December 3, 2024 Reorganization of the Board

December 9, 2024 - regular monthly meeting

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

PAYMENT OF BILLS

Motion was made by Mrs. Sayre, seconded by Mr. Paulauskas, to approve the Fund Accounting Payment Summary with payment date listed as January 21, 2025, in the amount of \$613,033.30, and interim payments dated January 10, 2025, in the amount of \$141,578.68, and December 27, 2024, in the amount of 134,673.31 and December 13, 2024, in the amount of \$137,713.91; subject to audit.

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

TREASURER'S REPORT

Motion was made by Mr. Paulauskas, seconded by Mr. Wojtowicz, to approve the treasurer's report as of December 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 November 30, 2024

- Jr/Sr High School Activity Fund
- Jr/Sr High School Principal's Fund

Balances as of December 31, 2024

- 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

ACTION ITEMS

CURRICULUM AND INSTRUCTION

Motion was made by Mr. Baran, seconded by Mr. Salko, to move on the following items:

1. Appoint Matthew Matusick of Hunlock Creek as a Temporary Professional Employee, effective immediately at a salary of \$48,996.00, Bachelor's Level, Step 1. Initial assignment: Special Education Teacher (Secondary). Pending receipt of clearances within the mandated timeframe.

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

2. Approve an extension to the leave of absence for Employee #2147 effective December 4, 2024 – February 21, 2025. It is understood the leave will consist of sick & unpaid days in accordance with the Family Medical Leave Act; leave will exceed 60 days.

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

3. Approve a Workers Compensation leave of absence for Employee #3578 effective January 13 - 24, 2025. It is understood the leave will consist of unpaid days.

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

4. Appoint the following as per diem substitute teachers, at a daily rate of \$120.00, without contractual rights/benefits. All clearances on file.

A.	Mackenzie Riaubia of Hunlock Creek	Elementary K-6 & Special Education K-12 Certification
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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 Mr. Wallace, seconded by Mr. Wojtowicz, to move on the following items:

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

A	Olivia Anderson
B	Amanda Holcomb
C	Savannah Purdy

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

2. Amend the motion of April 15, 2024, (Motion 3 – L) appointing Donald Michalisin as Volunteer Boys Soccer Coach for the 2024-25 school year, to reflect the position of JH Boys Soccer Assistant Coach at a stipend of: \$2,741.04.

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

3. Amend the motion of September 16, 2024, (Motion 2 – L) appointing Sarah Traver as JH Softball Assistant Coach for the 2024-25 school year, to reflect the position of Softball Coach Volunteer.

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

4. Amend the motion of December 9, 2024, (Motion 2 – B) appointing Rebekah Steel as Softball Coach Volunteer for the 2024-25 school year, to reflect the position of JH Softball Assistant Coach at a stipend of: \$3,045.60.

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

5. Ratify the appointment of the following Assistant Coaches/ Extra-Curricular Advisors for the 2024-2025 school year, all clearances on file.

A	Reginall Gensel	Wrestling	Volunteer
B	Heather Gensel	Wrestling	Volunteer

The above motion was tabled.

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

A	Brady Butler	Softball	Volunteer
B	Emily Smith	Softball	Volunteer
C	Kimberly Craig	Softball	Volunteer
D	Alaisha Sherwood	Softball	Volunteer
E	Mary Ann Maxfield	Varsity Track & Field	\$3,045.60
F	Katie Laudenslager	Varsity Track & Field	\$3,045.60
G	Robert Carr	JH Track & Field	\$3,045.60
H	John McGurk	JH Track & Field	\$3,045.60
I	Jeffrey Peiffer	Track & Field	Volunteer
J	Brynn Giordano	Boys Volleyball	Volunteer

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

TRANSPORTATION

No items.

SUPPORT SERVICES

Motion was made by Mr. Salko, seconded by Mr. Wallace, to move on the following items:

1. Accept, with regret, the letter of resignation from Dawn Hollowell, Part-Time Custodian, effective January 3, 2025.

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

2. Ratify approval for administration to advertise for the position of Part-Time Custodian, 5 hours per day, 260 days per year.

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

3. Appoint Mia Cardinale of Nanticoke as Full-Time Food Service Worker (Cook), 6.5 hours per day, 186 days per year, at an hourly rate of \$15.50. All clearances on file.

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

4. Authorize administration to advertise for the position of Part-Time Food Service Worker, 4.25 hours per day, 186 days per year.

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

5. Appoint Rikki Ritts of Harvey's Lake as Part-Time Food Service Worker, 5.5 hours per day, 186 days per year, at an hourly rate of \$15.00. Pending receipt of clearances within the mandated timeframe.

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

6. Appoint Tina Pinkney of Harvey's Lake as Full-Time Paraeducator , 7 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 Mr. Wojtowicz, seconded by Mr. Salko, to move on the following items:

1. Adopt the following resolution:

WHEREAS, it is anticipated that the Board of School Directors of Lake-Lehman School District (the "District") (i) is owed outstanding taxes that will be secured by real estate tax claims for the fiscal years ending June 30, 2025 and prior years (the "2025 Tax Claims"); and

WHEREAS, the Redevelopment Authority of Luzerne County ("RALC") has a program in place to purchase the anticipated qualified 2025 Tax Claims on or after January 1, 2025; and

WHEREAS, an addendum to the September 30, 2007 Agreement of Sale and Purchase (the "Agreement"), which will include therein a mandatory repurchase obligation by the District, together with any other documents or instruments necessary to complete the transaction, will be entered into by the District and RALC for the purchase, sale and assignment of the anticipated 2025 Tax Claims.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the District agrees to sell, on or after January 1, 2025, its anticipated qualified 2025 Tax Claims to RALC pursuant to the Agreement, which will include therein a mandatory repurchase obligation by the District under certain circumstances, and other supporting documents and amendments that shall be in a form approved by the Board President and District Solicitor; and be it

FURTHER RESOLVED, that the District be and is hereby authorized to, on or after January 1, 2025, sell the anticipated qualified 2025 Tax Claims to RALC on such terms and conditions as approved by the Board President and District Solicitor; and be it

FURTHER RESOLVED, that upon sale, the District will assign such sold tax claims to RALC and RALC will in turn assign these tax claims to its lender; and be it

FINALLY RESOLVED, that the proper District officials be and are hereby authorized and directed to take any and all actions necessary and required to complete the transactions herein, including, but not limited to, the execution of all documents subject to the approval as to form of said documents by legal counsel for the District.

FURTHER RESOLVED, that, as necessary, the District shall execute such documents with the RALC and other appropriate entities as shall be reasonably necessary to facilitate the continued collection and servicing of the qualified 2025 Tax Claims; and be it Duly adopted this 21st day of January, 2025 by the Board of School Directors of Lake-Lehman School District in lawful session duly assembled.

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

2. Approve a third reading and adopt the following Board Policies:

A.	113.1 Discipline of Students with Disabilities
B.	113.2 Behavior Support

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

3. Approve the proposal from Love's Thermal Systems, Inc. of Wilkes-Barre, PA for the complete replacement of the refrigeration system for the Ross Elementary cafeteria walk-in cooler with an up-to-date EPA approved refrigerant, at a total cost of \$10,885.00, to include the following:

- New 1 hp scroll condensing unit on the roof.
- New evaporator inside the walk-in cooler with a digital thermostat and solenoid.
- Removal and disposal of old equipment.
- Reconnection of the existing drain lines and electrical lines.
- Leak test, evacuate and charge the new system with R448A/R449A refrigerant.
- Start up and adjust the system as needed.
- 5-year warranty on compressor and 1 year on all parts and labor.

Vote: Upon roll call, Mr. Paulauskas voted no. All other members present voted yes; motion carried.

4. Authorize administration to advertise for a Request for Proposals for "Elastomeric Acrylic Coating of Sawtooth Roof" at the Lake-Lehman Junior-Senior High School.

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

5. Authorize administration to advertise for the position of Director of Buildings and Grounds.

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

6. Approve the revised job description for the position of Director of Buildings and Grounds.

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

7. Approve the Addendum to the Management Services Agreement with School Business Consultants, LLC.

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

8. Authorize administration to establish a Boys and a Girls Varsity Tennis Program within the Lake-Lehman School District.

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

9. Approve the application for Use of Facilities submitted by Chuck Crane, Harveys Lake Little League, for use of the junior-senior high school old gymnasium for baseball/softball evaluations. Date of event: Saturday, March 15, 2025, from 9 a.m. until 3 p.m.

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

10. 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 #1403	\$20.00
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Vote: Upon roll call, all members present voted yes; motion carried.

11. 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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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 February 10, 2025, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

VISITORS

No Comments.

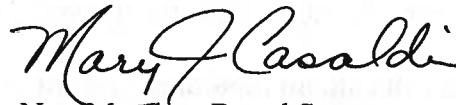
ADJOURNMENT

Mr. Wright called for a motion to adjourn the meeting.

Mr. Salko motioned to adjourn, seconded by Mr. Wojtowicz.

Mr. Wright adjourned the meeting at 7:50 p.m.

Respectfully submitted

A handwritten signature in black ink, reading "Mary Jo Casaldi". The signature is written in a cursive, flowing style.

Non-Member, Board Secretary
Mary Jo Casaldi