

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

**January 23, 2023**

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, January 23, 2023, 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	Present
Lorraine Farrell	Present via Zoom
Marilyn Glogowski	Present via Zoom
Karen Masters	Present
John McDonald	Present
David Paulauskas	Absent
Andrew Salko	Present
Robert Wright	Present

**Others Present:**

James E. McGovern, Superintendent  
Tracey Liparela, Assistant Superintendent  
Joseph Caputo, School Business Consultants, LLC  
Mary Jo Casaldi, Superintendent's Administrative Asst. /Board Secretary  
Tabitha Miscavage Spagnuolo, Personnel/Benefits Manager  
Matthew Nonnenberg, Ross Elementary Principal  
Donald James, Lehman-Jackson Elementary Principal  
Tina Antonello-Portee, Special Education Director  
Erica Orock, School Psychologist  
David Madajewski, Supervisor of Buildings and Grounds

Cheryl Madajewski  
Diana Buckley  
Jamie Walsh  
Brenda Morris  
Michael Stash  
Rich Cronin  
Elizabeth G Morgan  
Craig Selner  
Katheen Selner

**EXECUTIVE SESSIONS**

Mr. Salko noted that an Executive Session was held on January 23, 2023, to discuss leaves of absence, rescind/amend motions, employment opportunities, coaching/extra-curricular appointments, staff hiring's, support staff CBA, litigation update and safety.

**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**

The Superintendent’s Report included the following:

- Mrs. Liparela reported on Kindergarten Registration which is scheduled to be held at the individual elementary school buildings this year. May 23<sup>rd</sup> - Lehman-Jackson, May 24<sup>th</sup> - Lake-Noxen and May 25<sup>th</sup> - Ross Elementary. An on-line registration piece may also be added. Information will be forthcoming.
- Mrs. Liparela announced that the first Comprehensive Planning meeting is scheduled for February 3<sup>rd</sup> with a snow date of February 27, 2023.
- In honor of School Director Recognition month, Mr. McGovern acknowledged school board members for their dedication and service to the Lake-Lehman School District.
- Mr. Salko, Board President also thanked board members for their continued service.

**BUSINESS MANAGER’S REPORT**

No Report.

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

Mr. Salko presented highlights from the most recent meeting of the West Side Career and Technical Center Joint Operating Committee.

**LUZERNE COUNTY INTERMEDIATE UNIT REPORT**

Mrs. Farrell presented highlights from the most recent meeting of the Luzerne Intermediate Unit Board of Directors.

**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 addendum items.

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.

None.

**APPROVAL OF MINUTES**

Motion was made by Karen Masters, seconded by Marilyn Glogowski, to approve the following minutes:

December 12, 2022 - regular monthly meeting

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

**PAYMENT OF BILLS**

Motion was made by Drew Salko, seconded by Kevin Carey, to approve the list of bills for January, 2023, in the amount of \$553,748.63 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 Al DeAngelis, to approve the treasurer's report for December, 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 November 30, 2022**

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

**ACTION ITEMS**

**CURRICULUM AND INSTRUCTION**

Motion was made by Marilyn Glogowski, seconded by John McDonald, to move on the following items:

1. Approve a leave of absence for Employee #2047 effective January 3 – February 10, 2023. It is understood the leave will consist of sick 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.**

2. Approve a leave of absence for Employee #3420 effective March 16 – 29, 2023. It is understood the leave will consist of sick 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.**

3. Approve a Sabbatical Leave of Absence for Employee #3035, for the purpose of restoration to health, effective for the second semester of the 2022-2023 school year.

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

4. Appoint the following as professional staff long-term substitute, in accordance with LLEA Collective Bargaining Agreement terms and conditions. All clearances on file.

A.	Sarah Traver of Monroe Township	Speech Language Pathology
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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 Al DeAngelis, to move on the following items:

1. Amend the motion of November 21, 2022, (Motion 4 – A) appointing Joshua Sayre as a Wrestling Paid Assistant Coach to reflect the status of: Volunteer.

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

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

A	Janelle Riaubia
B	Tara Shook

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

3. 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	Jason Field	Co-Debate Club	\$715.13
B	Katrine Joyce	Co-Debate Club	\$715.13

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

4. 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	Rebekah Steele	JH Softball	\$2,941.74
B	Kelly Brelsford	Softball	Volunteer
C	Robert Carr	JH Track & Field	\$2,941.74
D	Conor McCormick	Boys Lacrosse	Volunteer
E	Alan Scott	JH Track & Field	\$2,941.74
F	Emily Purcell	Band	Volunteer

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

5. Appoint the following Head 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	John Sobocinski	Cross Country	\$2,527.33
B	Jean Lipski	Field Hockey	\$6,235.69
C	Kelly Adamshick	Girls Soccer	\$4,243.12
D	Enrico Bartolini	Boys Soccer	\$4,243.12
E	Thomas Yoniski	Golf	\$2,931.86
F	Christopher Kukosky	Girls Volleyball	\$4,804.20

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

### **TRANSPORTATION**

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

1. Approve the final contracted cost adjustment for 2022-2023, for Back Mountain Transit Co., Inc., in the amount of \$126,514.40.

Total Contracted Amount:	\$1, 813,028.71
Minus 10 payments of \$78,000 received	\$ 780,000.00
Remainder of Contracted Amount	\$1, 033,028.71
<b>One-time make-up check</b>	<b>\$ 126,514.31</b>
Remaining 10 pay periods	\$ 906,514.40

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

2. Approve the following bus/van driver for the 2022-2023 school year. All clearances on file.

A.	Christopher Korsun	Keystone Valley
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**Vote: Upon roll call, all members present voted yes; motion carried.**

### **SUPPORT SERVICES**

Motion was made Lorraine Farrell, seconded by Al DeAngelis to move on the following items:

1. Rescind the motion of December 12, 2022, appointing Lauren Ricapito as Full-Time Paraeducator.

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

2. Amend the motion of December 12, 2022, appointing Dorothy Cote as Full-Time Custodian, to reflect appointment as Part-Time Custodian, 5 hours per day, 260 days per year, at an hourly rate of \$11.00.

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

3. Appoint Diana Burkley of Shavertown as Full-Time Paraeducator, 7 hours per day, 186 days per year, at an hourly rate of \$12.00. Pending receipt of all clearances within the mandated timeframe.

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

4. Appoint Christine Lamoreaux of Shavertown as Full-Time Paraeducator, 7 hours per day, 186 days per year, at an hourly rate of \$12.00. Pending receipt of all clearances within the mandated timeframe.

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

5. Appoint Kimberly Krause of Harvey's Lake as Substitute Food Service Worker, without contractual rights/benefits. All clearances on file.

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

6. Approve an extension to the leave of absence for Employee #2808 effective December 17, 2022 – February 17, 2023. It is understood the leave will consist of 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.**

7. Authorize administration to advertise for Part-Time Food Service Workers, 4.25 to 5.5 hours per day, depending upon placement, 186 days per year.

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

### **SCHOOL BOARD**

Motion was made by John McDonald, seconded by Al DeAngelis, to move on the following items:

1. Adopt the following ACT 1 Taxpayers Relief Act Resolution.

**WHEREAS**, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

**WHEREAS**, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

**WHEREAS**, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

**WHEREAS**, the **Lake-Lehman School District** index for the 2023-2024 fiscal year is **4.8%**;

**WHEREAS**, the **Lake-Lehman School District** Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the **Lake-Lehman School District** for the 2023-2024 fiscal year by more than its index.



**AND NOW**, on this 23<sup>rd</sup> day of January, 2023, it is hereby RESOLVED by the **Lake-Lehman School District** (hereinafter “District”) Board of Directors (hereinafter “Board”) the following:

1. The Board certifies that it will not increase any school district tax for the 2023-2024 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter “School Code”), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2023-2024 fiscal year.
4. The Administration of the District will submit the District’s information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board’s adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board’s adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2023-2024 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
  - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District’s proposed percentage increase in the rate of the tax with the index.
  - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
  - (c) If the Pennsylvania Department of Education determines that the District’s proposed increase in the rate of the District’s tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

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

2. Authorize a refund of paid real estate taxes for the year 2021, due to an abatement issued on property located in Lake Township as determined by the Luzerne County Board of Assessment Appeals and submitted by the Lake Township Tax Collector, for the following property owners, in the amount listed:

A. Piatt, Lonnie R. & Deborah, in the amount of \$13.23

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

3. 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
B. Employee #2821	\$40.00

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

4. Approve the purchase of a Fire King 4 drawer 38" lateral file cabinet from Safetyfile LLC, Chanhassen, MN at a total cost of \$4,920.93. Price includes delivery and set-up.

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

5. Approve the Application for Use of Facilities requested by Lynn Simon, Lake-Lehman Band Sponsors, for use of the Lake-Lehman Junior-Senior High School main lobby, designated hallways, vestibule, old gymnasium and cafeteria, for a Craft Show fundraiser scheduled to be held on Saturday, November 18, 2023, from 10:00 a.m. until 3:00 p.m. Set-up for the event will be held on Friday November 17, 2023, from 4-9 p.m.

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

### **INFORMATION AND RECOGNITION**

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

### **BOARD DISCUSSION FOR FUTURE BUSINESS**

Mrs. Liparela discussed the following safety options for the district:

- Visitor software upgrades
- Upgrades to our current public address system with outside and stadium access
- Purchase of additional emergency radios/SRO radio upgrades
- Purchase of additional badge reader system
- Alarms for doors left propped open



**SET MEETING DATES**

Mr. Salko read the following meeting information:

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes has been scheduled for February 13, 2023, and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

**VISITORS**

Mr. Jamie Walsh	Ross Township	<p>Mr. Walsh questioned two Title IX Discrimination/Sexual Harassment policies that were referenced in Mr. Salko's report from the West Side Area Career and Technical Center's meeting of the Joint Operating Committee, stating that he is concerned with recent changes to Title IX.</p> <p>Mr. Walsh stated that he would like to read the policies.</p> <p>Mr. Salko stated that he did not have a copy of the policies, but would be happy to obtain those for Mr. Walsh.</p> <p>Mr. Walsh stated that if we keep pushing Title IX, this could cause more parents/students to consider cyber school.</p> <p>Mr. Walsh encouraged the board to read the recent changes to Title IX.</p>
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**ADJOURNMENT**

A motion to adjourn the meeting was made by Al DeAngelis; seconded by Karen Masters.  
Mr. Salko adjourned the meeting at 7:44 p.m.

Respectfully submitted



Non-Member, Board Secretary  
Mary Jo Casaldi

