

LAKE-LEHMAN SCHOOL DISTRICT BOARD MEETING MINUTES

July 18, 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 July 18, 2022, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Drew Salko, at 7:00 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
Marilyn Glogowski	Present
Karen Masters	Present
John McDonald	Present
David Paulauskas	Absent
Andrew Salko	Present
Robert Wright	Absent

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

Sandra Boyle
Rich Cronin
Elizabeth Gernhardt-Morgan
Erica Berrettini

EXECUTIVE SESSIONS

Mr. Salko noted that an Executive Session was held on July 18, 2022, to discuss leaves of absence, retirements, employment opportunities, coaching appointments, transfers of professional staff and professional and support staff collective bargaining agreements.

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 provided an update on the new turf project.

BUSINESS MANAGER’S REPORT

Mr. Tom Rainey, of Rainey & Rainey Certified Public Accountants, provided a report on the Single Audit Report for the year ending June 20, 2021, with no findings and the district in compliance with all terms and conditions. Mr. Rainey also reported on the Final Real Estate Tax Collection Report of the Tax Collectors for the year ending December 2020.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

No report.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

No report.

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 bill, and ACTION ITEMS.

No Visitor’s comments.

APPROVAL OF MINUTES

Motion was made by Marilyn Glogowski, seconded by Al DeAngelis, to approve the following minutes:

June 20, 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 Al DeAngelis, to approve the list of bills for July, 2022, in the amount of \$224,670.24 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 Lorraine Farrell to approve the treasurer's report for June, 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 May 31, 2022

- Junior/Senior High Activity Fund
- Junior/Senior High Principal Fund

Balances as of June 30, 2022

- Athletic Fund
- Food Service
- Junior/Senior High Activity Fund
- Junior/Senior High Principal Fund
- Lehman-Jackson Elementary

ACTION ITEMS

CURRICULUM AND INSTRUCTION

Motion was made by Marilyn Glogowski, seconded by Lorraine Farrell, to move on the following items:

1. Approve a leave of absence for Employee #1884 effective August 31, 2022 through November 22, 2022. It is understood the leave will consist of sick days in accordance with the Family Medical Leave Act; leave will not exceed 60 days.

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

2. Accept, with regret, the letter of retirement from Wendy Garrety, Elementary Teacher, effective November 23, 2022.

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

3. Ratify the authorization for administration advertise for the following position(s):

A. Speech & Language Pathologist Long Term Substitutes

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

4. Approve a Sabbatical Leave of Absence for Employee #2107, for the purpose of restoration to health, effective for the first semester of the 2022-2023 school year.

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

A	Nicole Chipego	F	Sarrah Kizis
B	Gail Honeywell	F	Amanda Noto
C	Donald James	G	Scott Paull
D	Shelene James		

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

2. 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	Brian Bacon	Indoor Color Guard	\$2,648.80
B	Brian Bacon	Band	Volunteer
C	Lacey Carey	Band	Volunteer
D	Corrina Scoblick	Girls Volleyball	Volunteer
E	Taylor Alba	Field Hockey	Volunteer

Vote: Upon roll call, Dr. Carey, voted yes on 2-A, B, D and E, but abstained from voting on 2-C. All other members present voted yes on all; motion carried.

TRANSPORTATION

No items.

SUPPORT SERVICES

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

1. Appoint Janette Smith of Dallas as Full-Time Secretary, 8 hours per day, 206 days per year, at an hourly rate of \$15.15. All clearances on file.

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

2. Ratify the authorization for administration advertise for the following position(s):

A. Part-Time Library Aide, 5.75 hours per day, 186 days per year

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

3. Appoint Tina Dorshefski of Hunlock Creek as Full-Time Technology Assistant, 8 hours per day, 260 days per year, at an hourly rate of \$18.00. Pending receipt of clearances within the mandated timeframe.

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

4. Appoint Connor Allabaugh of Harvey's Lake as Part-Time Custodian, 5.5 hours per day, 260 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.

SCHOOL BOARD

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

1. Ratify the appointment of Assured Partners of Northeastern Pennsylvania, as broker of record for Liability Insurance coverage at a total cost of \$206,399.00 for the 2022-2023 fiscal year.

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

2. Approve Assured Partners of Northeastern Pennsylvania, as broker of record to provide Student Accident/Health, Insurance coverage, at a total cost of \$19,055.00, effective August 1, 2022 until July 31, 2023.

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

3. Ratify the approval of the Sponsorship Agreement between the Lake-Lehman School District and FNCB Bank for the purchase of two multi-sport scoreboards. As per terms of the Agreement, FNCB Bank agrees to sponsor the purchase of the Scoreboards at a price equal to the sum of \$26,871.00, payable to Widmer Sign Company, and shall be permitted to place its (the Bank's) logo on the Scoreboard. The Term of the Agreement shall be for six (6) years beginning on the completion date and ending on the sixth anniversary of the completion date, unless extended or terminated pursuant to the provisions of said agreement.

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

4. Approve the following course be added to the 2022-23 High School Curriculum Guide:

A	Graphic Arts Design
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Vote: Upon roll call, all members present voted yes; motion carried.

5. Approve the Dual Enrollment Agreement between Penn State University and Lake-Lehman School District for the 2022-2023 school year.

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

6. Purchase and adopt Reveal (McGraw Hill), the text companion to ALEKS, for grades 7 and 8 math. Total cost of purchase for 5-year agreement \$24,058.95

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

7. Approve the use of Envision (Savvas Learning Company) for a math pilot program for the 2022-2023 school year in grades K-6 in select classrooms. Total cost of pilot: \$10,633.90

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

8. Approve a salary increase of 2.5% to the base salary, of the Superintendent of Schools, James E. McGovern, effective July 1, 2022, as per contract with the Lake-Lehman School District.

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

9. Renew the Guest Teacher Agreement for the 2022-2023 school year between the Lake-Lehman School District and the Luzerne Intermediate Unit 18, at an annual membership fee of \$325.00 flat rate, payable at the beginning of the school year.

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

10. Authorize administration to post and advertise for the position of Commissioned-Based Tournament Director. This position will report to the Superintendent, Assistant to the Superintendent and Junior-Senior High School Principal. Duties are but not limited to:

- Recruitment and retention of teams for various competitions and or league play
- Tournament/league schedule and format development
- Communication with all necessary District personnel
- Promotion of all events to college coaches
- Sponsorship development

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

11. Appoint Borton-Lawson Engineering, Wilkes-Barre, as Architects of Record for Capital Improvement Projects for the 2022-2023 fiscal year.

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

None.

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 August 15, 2022, and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

VISITORS

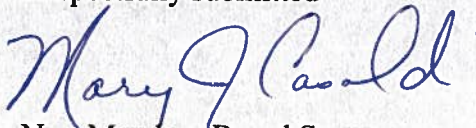
None.

ADJOURNMENT

A motion to adjourn the meeting was made by Lorraine Farrell; seconded by Kevin Carey.

Mr. Salko adjourned the meeting at 7:18 pm.

Respectfully submitted

A handwritten signature in blue ink that reads "Mary Jo Casaldi". The signature is written in a cursive style with a large initial "M" and a long, sweeping underline.

Non-Member, Board Secretary
Mary Jo Casaldi

