

Lake-Lehman School Board

The combined Committee-of-the-Whole and regular monthly meeting for general purposes (voting)
Monday, July 21, 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 July 21, 2025, to discuss:
 - A. Employment – professional staff opportunities
 - B. Coaching/extra-curricular appointments
 - C. LLEA Grievance
 - D. Contract renewal for legal counsel
 - E. Pending litigation
 - F. Substitute Teacher pay
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

June 16, 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 July 22, 2025, and interim payments dated June 13, 2025, June 27, 2025 and July 11, 2025.

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

17. Treasurer's Report

Approve the Treasurer's Report as of June 30, 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

- Athletic Fund
- Food Service
- Jr/Sr High School Activity Fund
- Jr/Sr High School Principal Fund

Balances as of May 31, 2025

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

19. Action Items –

Curriculum and Instruction – Rob Baran

Recommended Action

1. Approve a leave of absence for Employee #3397 effective November 4, 2025 – January 2, 2025. It is understood the leave will consist of sick, personal and 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.

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Recommended Action

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

	Mentor	New Teacher/Counselor	Stipend
A.	Megan Donaldson	Elizabeth Vojtko	\$619.07
B.	Jane Kilduff	Megan May	\$619.07

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

Recommended Action

3. 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.	Christian Ciliberto of Exeter	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. Amend motion (5-E.) of June 16, 2025 to reflect the correct employee name: Michael Sholtis.

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

Recommended Action

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

A.	Walter Simko	National Honor Society: Advisory Committee Member	\$250.00
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Vote: Upon roll call, all members present voted yes; motion carried.

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Recommended Action

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

A	Gavin Dwen
B	Erik Kordsmeier

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

Recommended Action

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

A.	Thomas Motovidlak	Golf	\$1,249.56
B.	Aimie Voelker	Golf	Volunteer
C.	Richard Colorusso	Varsity Football	\$5,530.75
D.	Corey Brenner	Varsity Football	\$5,530.75
E.	Damian Michaels	Varsity Football	\$5,530.75
F.	Michael Mully	JH Football	\$4,799.48
G.	Jacob Prest	JH Football	\$4,799.48
H.	Brady Butler	Football	Volunteer
I.	Damian Napierkowski	Football	Volunteer
J.	Frank Kutz	Football	Volunteer
K.	Julian Truskowski	Football	Volunteer
L.	Casey Kaminski	Football	Volunteer
M.	Jacob Milczynski	Football	Volunteer
N.	Trey Borger	Football	Volunteer
O.	Walter Simko	National Honor Society: Advisory Committee Member	\$250.00

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

Recommended Action

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

A.	Caroline Perillo	Building Hope Club	\$1,006.49
B.	Gail Honeywell	Class Night	\$429.88
C.	Sarah Pryor	Key Club	\$1,494.86
D.	Gail Honeywell	Newspaper	\$2,097.90
F.	Sandra Reno-Gromniak	National Honor Society Advisor	\$1,000.00
G.	Jill Little	Senior Class Advisor	\$1,652.57

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H.	Katlyn McHenry	Junior Class Advisor	\$1,406.76
I.	Courtney Giuliani-Judge	Sophomore Class Advisor	\$1,162.21
J.	Tiffany Hettes	Freshmen Class Advisor	\$916.38
K.	Christina Woronko	Department Head – Secondary Language Arts	\$2,598.57
L.	Ryan Lindbuchler	Department Head – Secondary Social Studies	\$2,391.35
M.	Sandra Boyle	Department Head – Secondary Mathematics	\$2,391.35
N.	Scott Kerkowski	Department Head – Secondary Science	\$2,391.35
O.	Carrie McDonald	Department Head – Elementary Language Arts	\$1,807.04
P.	Donna Richards	Department Head – Elementary Science	\$1,807.04
Q.	Richard Cronin	Department Head – Elementary Mathematics	\$1,807.04
R.	Walter Simko	Yearbook Advisor – Senior High	\$3,578.02
S.	Gina Major-Ackerman	Senior Play Advisor	\$1,607.53
T.	Gina Major-Ackerman	Spring Musical - Secondary	\$3,578.02
U.	Jason Field	Co-Debate Club Advisor	\$747.78
V.	Katrina Joyce	Co-Debate Club Advisor	\$747.78

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

Transportation – Drew Salko

Recommended Action

1. Approve the final contract adjustment in the amount of \$95,885.89 for Back Mountain Transit Co. Inc., for the 2024-2025 school year.

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

Support Services – Kevin Carey

School Board – Rob Wojtowicz

Recommended Action

1. Authorize administration to renew the letter of agreement between the Lake-Lehman School District and Children's Service Center of Wyoming Valley to provide an educational component within its Milford E. Barnes Jr. School-Partial Hospitalization Program (PHP) for students referred to this program, at a cost of \$150.00 per student, per day. The term of this agreement is effective the first day of the 2025-2026 school year and ending the last day of the 2025-2026 school year including Extended School Year (ESY) if eligible with appropriate ESY billing rate. (\$75.00/day.)

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

Recommended Action

2. Authorize administration to renew the letter of agreement between the Lake-Lehman School District and Children's Service Center of Wyoming Valley to provide a Therapeutic Education Program (TEP) within its Milford E. Barnes Jr. School for students referred to this program, at a cost of \$196.00 per student, per day. The term of this agreement is effective the first day of the 2025-2026 school year ending the last day of the 2025-2026 school year including Extended School Year (ESY) if eligible with appropriate ESY billing rate. (\$98.00/day.)

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

Recommended Action

3. Approve the Business Associate Agreement to Maintain Confidential Protected Health Information with The Children's Service Center of Wyoming Valley, INC. Listed as Appendix A of the Partial Hospitalization and Therapeutic Education Program Agreement for the 2025-2026 school year.

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

Recommended Action

4. Ratify the renewal of the Agreement with King, Spry, Herman, Freund & Faul, LLC, Bethlehem, to provide comprehensive legal counsel, legal consultation services, and representation on all legal matters affecting Lake-Lehman School District excluding special education services, for the period July 1, 2025 to June 30, 2026.

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

Recommended Action

5. Exonerate Jonathan A. Stuffick of Harveys Lake Borough, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate, that become due on or after May 19, 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

6. Approve a salary increase of 2.5% to the base salary, in accordance with employment agreement, for the Superintendent of Schools, James E. McGovern, effective July 1, 2025.

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

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Recommended Action

7. Authorize administration to renew the agreement with Bayada Home Health Care, Inc., for the purposes of providing substitute school nurse services at an hourly rate of \$55.00. The term of agreement will be July 1, 2025 through June 30, 2026.

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

Recommended Action

8. 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.

Recommended Action

9. Approve the Memorandum of Understanding between Lake-Lehman SD and Luzerne Intermediate Unit 18 for English as a Second Language services for the 2025-2026 school year at a rate of \$100.94 per hour.

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

Recommended Action

10. Approve the Affiliation Agreement between Lake-Lehman School District and Robert Morris University for the purpose of education field placements, internships and practicum experiences.

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

Recommended Action

11. Authorize administration to post for the position of Career Advisor.

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

Recommended Action

12. Approve the job description for Career Advisor.

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

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20. Information/Recognition

A. Curriculum and Instruction

1. **Informational item:** Monthly School Newsletters

B. Athletics/Activities

C. Buildings & Grounds

D. Transportation

E. Support Services

F. School Board

1. **Informational item:** Check Run Comparison for June, 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 August 18, 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