

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

March 17, 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 Monday, March 17, 2025, 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
David Paulauskas	Absent
Drew Salko	Present
Jean Sayre	Present
Mark Wallace	Present
Scott Walsh	Present
Rob Wojtowicz	Present
Robert Wright	Present

Others Present:

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
Lori Bednarek, Special Projects Coordinator
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

Dakota Kittle	Megan May	Jason M.	Kenneth Hoover
Edna Sutton	Amanda Sciandra	Rich Cronin	Richelle Steele
Rick Matysik	Duane Kennedy III	Landen Aritz	Janette Smith
Larry Smith			

EXECUTIVE SESSION

An Executive Session of the Board was held on March 17, 2025, to discuss the following:

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

READING OF MISSION

Mrs. Liparella 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

Mrs. Liparella reported on the following:

1. **Senior Project Showcase**

Mrs. Liparella announced that the Senior Project Showcase will be held this Thursday evening at the JSHS from 7-8 p.m., in the new gym. Seniors will be available to share their projects with the community and provide insight into the hard work they do to complete them. All are welcome to attend.

2. **Performing Arts Showcase**

A Performing Arts Showcase will be held Saturday at the JSHS starting at noon. Lake-Lehman Indoor Percussion and Color Guard will be participating along with 30 other groups. Tickets are \$15.00 for general admission, \$10.00 for seniors and \$5.00 for students. Mrs. Liparella encouraged everyone to come out and enjoy the arts this weekend.

3. **Kindergarten Registration**

Kindergarten registration is right around the corner. The online portion of the registration process will open on April 1st. In-person registration dates will be held at each elementary school the week of May 19th. Information will be posted on the Lake-Lehman SD facebook page and website, as well as a global calling going out soon!

4. **E-Sports Team Recognition**

The Lake-Lehman E-Sports Team, coached by Mr. Brain Murphy, achieved First Place in the PIEA E-Sports State Championship for the Fall 2024 Season. Mr. Murphy acknowledged the Division I Team for a successful undefeated season! Congratulations to the Team and Mr. Murphy!

BUSINESS MANAGER’S REPORT

Mr. Caputo, Business Consultant, introduced Bill Giovagnoli of Rainey and Rainey, CPA’s, the district’s auditing firm, who presented a report on the single audit, with no findings, for the year ended June 30, 2024.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko provided highlights from the January 27, 2025, meeting of the West Side CTC Joint Operating Committee.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

Mr. Walsh provided highlights from the meeting of the Luzerne Intermediate Unit held January 22, 2025.

STUDENT COUNCIL REPORT

Landen Aritz, Student Council President, presented the following report:

“The Student Council has been productive this past month, setting up for a bake sale and collection drive to take place tomorrow during all lunches. The profit from the bake sale and all collected items will go towards purchasing necessities for Ruth’s Place women’s shelter in honor of women’s history month. Dress-down collections have also remained successful, as we close in on our annual \$3,000 for senior book scholarships. We’re excited to finish this year strong, and we look forward to announcing next year’s officer selection at the next meeting. As always, thank you for your support!”

FOOD SERVICE

No Report.

OLD BUSINESS

None.

APPROVAL OF THE AGENDA

Mrs. Liparela 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.

February 10, 2025 - regular monthly meeting

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

PAYMENT OF BILLS

Motion was made by Dr. Carey, seconded by Mr. Salko, to approve the Fund Accounting Payment Summary with payment date listed as March 18, 2025, in the amount of \$597,859.61, and interim payments dated March 7, 2025, in the amount of \$134,242.76, February 21, 2025 in the amount of \$166,496.74 and February 7, 2025 in the amount of \$134,768.05; subject to audit.

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

TREASURER’S REPORT

Motion was made by Mrs. Sayre, seconded by Mr. Walsh, to approve the treasurer’s report as of February 28, 2025.

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 February 28, 2025

- 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 Mrs. Sayre, to move on the following items:

1. Approve the Junior High School Curriculum Guide for the 2025-2026 school year.

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

2. Approve the Senior High School Curriculum Guide for the 2025-2026 school year.

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

3. Appoint Megan May of Shickshinny as a Temporary Professional Employee, effective immediately at a salary of \$52,769.00, Master's Level, Step 1. Initial assignment: Guidance Counselor (Secondary). Pending receipt of clearances within the mandated timeframe.

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

4. Approve an extension to the Workers Compensation leave of absence for Employee #3578 effective February 27 - March 7, 2025. It is understood the leave will consist of unpaid days.

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

5. Approve an extension to the leave of absence for Employee #2147 effective February 24 - March 21, 2025. It is understood the leave will consist of sick 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.

BUILDINGS & GROUNDS

No items.

ATHLETICS & ACTIVITIES

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

1. Appoint Robert Carr of Larksville as Head Boys Tennis Coach for the 2024-2025 season at a stipend of \$2,983.17. All clearances on file.

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

2. Rescind the motion of January 21, 2025 (Motion 6-G) appointing Robert Carr as JH Track & Field Assistant Coach for the 2024-2025 season.

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

3. Appoint Sandra-Reno Gromniak of Hunlock Creek as National Honor Society Advisor for the 2024-2025 school year at a stipend of \$1,000.00. All clearances on file.

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

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

A	Pertrice Davis
B	Nicholas Harris
C	Judy Simon-Long
D	Kerriann Virgo

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

5. Amend the following Assistant Coach motions for the 2024-2025 school year, to reflect paid coaching staff stipends:

A.	February 10, 2025 (Motion 4-B)	Floyd McRoy	JH Track & Field	\$3,045.60
B.	January 21, 2025 (Motion 6-I)	Jeffrey Peiffer	JH Track & Field	\$3,045.60

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

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

A.	John Morgan	Baseball	Volunteer
B.	Madeline Greene	Girls Lacrosse	Volunteer
C.	Christian Diana	Boys Lacrosse	Volunteer
D.	Richard Matysick	Boys Tennis	Volunteer

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

TRANSPORTATION

No items.

SUPPORT SERVICES

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

1. Approve an extension to the leave of absence for Employee #3221 effective February 17 – March 28, 2025. It is understood the leave will consist of 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.

2. Approve an intermittent leave of absence for Employee #1337, effective January 30, 2025 – January 30, 2026. 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.

3. Accept, with regret, the letter of resignation from Sarah Comparetta, Food Service Worker, effective February 28, 2025.

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, 5 hours per day, 186 days per year.

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

5. Appoint Jon Rogers of Shavertown as Part-Time Custodian, 5 hours per day, 260 days per year, effective immediately 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.

SCHOOL BOARD

Motion was made by Mr. Wojtowicz, seconded by Mrs. Sayre, to move on the following items:

1. Appoint Brady Butler of Noxen as Director of Buildings & Grounds, effective immediately at a salary of \$87,000.00; terms and conditions of employment are in accordance with Act 93 Agreement. All clearances on file.

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

2. Award the Bid for the Elastomeric Acrylic Coating of the Sawtooth Roof at the Lake-Lehman Junior-Senior High School to Paradigm Roofing Contractors INC., Old Forge, PA, in the amount of \$228,000. Total cost includes a 20-year warranty.

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

3. Accept the Final Real Estate Tax Collection Report from the Tax Collectors for the Year Ended December 31, 2023, as prepared by Rainey & Rainey, CPAs.

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

4. Accept the Single Audit Report for the Fiscal Year Ended June 30, 2024, as prepared by Rainey & Rainey CPA's.

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

5. Approve the budget of the Luzerne Intermediate Unit #18 for the fiscal year July 1, 2025 to June 30, 2026.

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

6. Exonerate Eric Bath, of Jackson Township, from payment of all real estate taxes that become due on or after January 6, 2025, which apply to the property listed on the Exemption Certificate, and all terms and conditions which apply as listed on the certificate, 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.

7. Approve the lease agreement with American Capital for the purchase of 800 new chromebooks from Dell Technologies, to replace existing chromebooks for all students in the junior-senior high school at a total cost of \$206,328.00. Price is in accordance with COSTARS Purchasing Agreement.

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

8. Approve the Application for Use of Facilities submitted by Martha Pearson, Lake-Lehman Junior Knights, for use of the Football Stadium for conference games scheduled from 2:00 p.m. to 9:00 p.m. on Saturday, August 16, 2025.

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

9. Ratify the approval of the Application for Use of Facilities by Matthew Nied, Penn State - Wilkes-Barre Athletics, for use of the Baseball Field for double-header games scheduled for March, 29th, April 5th, 12th, 18th and April 25, 2025. Game times TBD, upon availability.

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

10. Approve the Application for Use of Facilities requested by Sara Myers, Brave Field Hockey, for use of the turf fields and stadium for Field Hockey summer league scheduled from 6:00-8:00 p.m. on the following dates: May 21st, May 28th, June 1st, June 11th, June 19th and July 2, 2025. Game times TBD.

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

11. Approve the Application for Use of Facilities submitted by Mike Pitcavage, Back Mountain Soccer Club, for the use of the Turf Soccer Field for Travel Soccer Games from 3:00 p.m. to 5:00 p.m. on the following dates: March 30th, April 6th, May 10th and June 1, 2025.

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

12. Approve the Application for Use of Facilities submitted by Christopher Kukosky, Lake-Lehman Volleyball Booster Club for use of the junior-senior high school new gymnasium for a summer volleyball league consisting of local girl's teams from 6:00 p.m. until 9:00 p.m., on the following dates: June 10th, 17th, 24th, July 1st, 8th, 15th, 22nd and July 29, 2025.

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

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

A.	Appeal #2025-01-687	\$ 932.68
B.	Appeal #2025-01-3242	\$1,170.00
C.	Appeal #2024-12-1870	\$ 275.00

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 April 14, 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. Baran. Mr. Wright adjourned the meeting at 7:29 p.m.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi