

**Lake-Lehman School District**

The Combined Committee-of-the-Whole and regular monthly meeting for General Purposes (Voting)  
Monday May 15, 2023 @ 7:00 pm 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**

*Following a "Moment of Silence" we will have the singing of the National Anthem by the Ross Elementary 5<sup>th</sup> and 6<sup>th</sup> Grade Chorus under the direction of Mrs. Kiri Cooper.*

- 4. Executive Session(s)** An Executive Session of the Board will be held on May 15, 2023, to discuss:
  - A. Leaves of Absence
  - B. Employment Opportunities
  - C. Coaching/Extra Curricular Appointments
  - D. Staff Hiring's
  - E. Professional and Support Staff CBA's
  - F. Litigation
  - G. Personnel Matters

- 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 Report**
- 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**

April 17, 2023 - 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 May 16, 2023.  
and Interim payments dated May 5, 2023 and April 21, 2023.

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

**17. Treasurer's Report**

Approve the Treasurer's Report for April, 2023.

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

**18. Acknowledge Receipts of Financial Reports and File for Audit**

Balances as of February 28, 2023

- Athletic Fund

Balances as of March 31, 2023

- Athletic Fund

Balances as of April 30, 2023

- Athletic Fund
- Food Service Fund
- Lake-Noxen Elementary Fund
- Lehman-Jackson Elementary Fund
- Ross Elementary Fund

**19. Action Items –**

**Election of School Board Treasurer – President**

1. David Paulauskas has been elected to the office of School Board Treasurer for a term of one year beginning the first day of July, 2023.

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

**Curriculum and Instruction – Marilyn Glogowski**

**Recommended Action**

1. Amend the motion of April 17, 2023, to reflect the retirement effective date of December 1, 2023, for Thomas Yoniski.

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

**Buildings/Grounds – Al DeAngelis**

**Athletics/Activities – Kevin Carey**

**Recommended Action**

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

A	Karen Kozar	D	Jennifer Mitkowski
B	Janice Legaspi	E	Shelia Morris
C	Robinn Mikalic	F	Charles Stajewski

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

**Recommended Action**

2. Approve the following Football Coaching Staff & amended Salary Schedule, in accordance with the Memorandum of Understanding between the Lake-Lehman School District and the Lake-Lehman Education Association for the 2023-2024 school year. All clearances on file.

A.	Gerald Gilsky	Head Coach	\$7,566.00
B.	Damian Michaels	Assistant Varsity	\$4,144.09
C.	Richard Colorusso	Assistant Varsity	\$4,144.09
D.	Corey Brenner	Assistant Varsity	\$4,144.09
E.	Frank Kutz	Assistant Varsity	\$1,000.00
F.	Trey Borger	Assistant Varsity	\$3,144.09
G.	Michael Mully	Head Freshman Coach	\$3,288.18
H.	Jacob Prest	Head 7/8th Grade Coach	\$2,144.08

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I.	Robert Gregor	Football	Volunteer
J.	Jeffrey Shook	Football	Volunteer
K.	Elmer Souder	Football	Volunteer
L.	Randy Paraschak	Football	Volunteer
M.	Scott Shotwell	Football	Volunteer
I.	Robert Gregor	Football	Volunteer
J.	Jeffrey Shook	Football	Volunteer
K.	Elmer Souder	Football	Volunteer

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

**Recommended Action**

3. Appoint of Peter Moses of Wilkes-Barre as Head Boys Basketball Coach for the 2023-24 school year, at a stipend of \$8,021.39; pending receipt of clearances within the mandated timeframe.

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

**Recommended Action**

4. 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	Charles Lavan	Girls Basketball	\$8,021.39
B	Joseph J Konigus III	Wrestling	\$8,021.39
C	Christopher Kuhar	Swimming	\$4,087.83
D	Crystal Savage	Cheerleading	\$4,087.83

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

**Recommended Action**

5. Appoint the following Assistant 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	Courtney Thomas	Varsity Field Hockey	\$4,156.71
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**Vote: Upon roll call, all members present voted yes; motion carried.**

**Transportation – Karen Masters**

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**Support Services – Lorraine Farrell**

**Recommended Action**

1. Approve an intermittent leave of absence for Employee #3060, effective April 26 – October 26, 2023. It is understood the leave will consist of sick 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.**

**Recommended Action**

2. Appoint Diane Nevel of Shickshinny as Part-Time Food Service Worker (Cook), 5.5 hours per day, 186 days per year, at an hourly rate of \$12.60. All clearances on file.

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

**Recommended Action**

3. Appoint Michelle Nichols of Hunlock Creek as Part-Time Custodian, 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.**

**Recommended Action**

4. Authorize administration to advertise the following position:

A. Part-Time Custodian, 5.5 hours per day, 260 days per year

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

**School Board – John McDonald**

**Recommended Action**

1. Adopt a proposed final budget for the 2023-2024 fiscal year with expenditures of \$34,538,022 and revenues of \$33,111,666 with millage of 11.9167 mills assessed valuation in Harveys Lake Borough and the townships of Jackson, Lake, Lehman and Ross in Luzerne County; and 60.7089 mills on the assessed valuation of real estate in the township of Noxen in Wyoming County, as listed in the respective tax duplicates and assessed by the Assessor's Office. All other taxes as previously levied shall remain in force.

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

**Recommended Action**

2. Renew the agreement with Metz Culinary Management, Dallas, PA., to provide food service management for the 2023-2024 school year, subject to PDE approval.

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

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**Recommended Action**

3. Approve the Dual Enrollment Agreement between Lake-Lehman School District and Commonwealth University of Pennsylvania for the following school years: 2023-2024, 2024-2025, and 2025-2026.

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

**Recommended Action**

4. Approve the Dual Enrollment Agreement between Lake-Lehman School District and Keystone College for the 2023-2024 school year.

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

**Recommended Action**

5. Approve the Application for Use of Facilities submitted by Mary Simmons, Lake-Lehman Junior Knights, for use of the stadium for junior knight's football games to be held from 9:00 a.m. to 4:00 p.m., on the following dates:

August 27, 2023  
September 3, 2023  
September 10, 2023  
October 8, 2023

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

**Recommended Action**

6. Approve the Application for Use of Facilities submitted by Brian Cutter, Keystone Hustle, for the use of the new gymnasium (preferred) or old gymnasium, for basketball training from June 12, 2023 through July 17, 2023, Monday and Wednesday, from 5:30 to 8:30 p.m.

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

**Recommended Action**

7. Approve the Application for Use of Facilities submitted by Mackenzie Gogliardi, Electric Surge FHC, for use of the new turf for a Field Hockey Camp to be held on June 20, 2023 through June 23, 2023 from 12:30 p.m. to 4:30 p.m.

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

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### **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

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

### **Recommended Action**

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

### A. Appeal #2023-3-3400

\$1,790.00

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

### **Recommended Action**

10. Authorize administration to enter into agreement with U.S. OMNI & TSACG Compliance Services, of Fort Walton Beach, Florida, for the purpose of providing third party administrative services for employer sponsored voluntary retirement programs under section 403(b), or other related plans, effective July 1, 2023. No fee for services to Lake-Lehman. Scope of services include, but are not limited to:

- ☐ Participant Support services to address any plan inquiries.
- ☐ Maintenance of records of all transactions processed by OMNI/TSA and any records of data preceding OMNI/TSA services as provided by EMPLOYER.
- ☐ Maintain a distribution account for plan contributions.
- ☐ Serve as the common remitter for the Plan and promptly remit all funds to the employee's selected investment provider.
- ☐ Process SRA's received & communicate plan contribution changes.
- ☐ Process plan transactions such as age/severance/disability/death distributions, contract exchanges, transfers, loans, hardship/unforeseeable emergency withdrawals, service credit transfers, rollover contributions and QDRO's
- ☐ Provide a Plan Document and provide amendments to the Plan pursuant to EMPLOYER'S request or changes in law during the term of this AGREEMENT.
- ☐ Provide the EMPLOYER with a yearly notice of its plan to all eligible employees for 403(b) Universal Availability purposes.
- ☐ Cooperate with and offer assistance to the EMPLOYER in the event of an IRS audit of its 403(b) and/or 457(b) plan.
- ☐ Provide ongoing assistance, guidance, and information to Employers, their officials/administrators, employees, union representatives or investment providers with respect to the Plan including contributions, transactions, documents or any other related issues.

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

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**Recommended Action**

11. Approve the sponsorship of an interscholastic girls wrestling team governed by the Pennsylvania Interscholastic Athletic Association; pending PIAA approval as a sponsored sport.

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

**Recommended Action**

12. Accept and execute the Settlement Agreement and Release between the Lake-Lehman School District and the parent of student #862806, on behalf of said student.

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

**Recommended Action**

13. Approve the list of graduating seniors for the 2022-2023 school year.

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

**Recommended Action**

14. Authorize a refund of paid real estate taxes for the year 2022 for the following Harvey's Lake Borough property owners as submitted by Harveys Lake Tax Collector, Laurie Kehler, as per the Luzerne County Assessor's Office.

A. Alles Mark J. & Lorraine S., in the amount of \$525.23.

B. Alles Mark J. & Lorraine S., in the amount of \$72.99

C. Barbacci, Kimberly Trustee, Douglas P. Barbacci, Trust, in the amount of \$410.00

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

**20. Information/Recognition**

**A. Curriculum and Instruction**

1. **Informational item:** School Newsletters for May, 2023

**B. Athletics/Activities**

**C. Buildings & Grounds**

1. **Informational item:** Buildings and Grounds Report for April, 2023.

**D. Transportation**

**E. Support Services**

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**F. School Board**

1. **Informational item:** Check Run Comparison for April, 2023.
2. **Informational item:** Hand Typed Checks for April, 2023.

**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 June 19, 2023, and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

**23. Visitors**

**24. Adjournment**

