

## **Lake-Lehman School Board**

The combined Committee-of-the-Whole and regular monthly meeting for general purposes (voting)  
Monday, May 19, 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 May 19, 2025, to discuss:
  - A. Employment –retirements/leaves of absence
  - B. Coaching/extra-curricular appointments
  - C. Support staff appointments and employment opportunities
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**

April 14, 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 May 20, 2025, and interim payments dated April 17, 2025 and May 2, 2025.

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

### **17. Treasurer's Report**

Approve the Treasurer's Report as of April 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 April 30, 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
- Lehman-Jackson Activity Fund

### **19. Action Items –**

#### **Election of School Board Treasurer – Board President**

The Board will nominate and vote to elect a School Board Treasurer for a term of one year beginning the first day of July 2025.

#### **Recommended Action**

1. Appoint Rob Baran to the office of School Board Treasurer for a term of one year beginning the first day of July, 2025.

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

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**Curriculum and Instruction – Rob Baran**

**Recommended Action**

1. Accept, with regret, the letter of retirement from Maureen Devine, elementary teacher, effective June 6, 2025.

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

**Recommended Action**

2. Grant Professional Employee/Tenure Status to the following employees and authorize administration to issue a Professional Employee Contract:

A	Robert Carr
B	Caitlyn Cunningham

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

**Recommended Action**

3. Approve a leave of absence for Employee #3418, effective September 10, 2025 – January 15, 2026. 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**

4. Approve a leave of absence for Employee #1833, effective August 27, 2025 – January 23, 2026. It is understood the leave will consist of sick and personal 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 – Jean Sayre**

**Athletics/Activities – Mark Wallace**

**Recommended Action**

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

A	Edward Kopec
B	Thaddeus Smyda

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C	Megan Thompson
D	Amy Wood

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

**Recommended Action**

2. Authorize administration to advertise for the position of Head Girls Tennis Coach for the 2025-2026 season.

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

**Recommended Action**

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

A	Charles Lavan	Girls Basketball	\$8,101.60
B	Peter Moses	Boys Basketball	\$8,101.60
C	Joshua Sayre	Wrestling	\$8,101.60
D	Christopher Kuhar	Swimming	\$4,200.96

**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	Paul Leahy	JH Girls Soccer	\$2,768.45
B	Emma Stroud	Girls Soccer	Volunteer
C	Shoshana Mahoney	Girls Soccer	Volunteer
D	Mary Ann Maxfield	Varsity Cross Country	\$1,213.69
E	Richard Wooditch	Varsity Boys Soccer	\$2,768.45
F	Donald Michalisin	JH Boys Soccer	\$2,768.45
G	Kyle Greenwood	Boys Soccer	Volunteer
H	Miranda Parry	Varsity Girls Volleyball	\$2,136.51
I	Brynn Giordano	Girls Volleyball	Volunteer
J	Courtney Thomas	Varsity Field Hockey	\$4,272.74
K	Janine Kasarda	JH Field Hockey	\$3,548.41
L	Lynn Coury	Field Hockey	Volunteer
M	Melissa Smigielski	Field Hockey	Volunteer
N	Janell Jacob	Field Hockey	Volunteer
O	Katie Laudenslager	Field Hockey	Volunteer

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P	Sandra Boyle	Field Hockey	Volunteer
Q	Samantha Swingle	Field Hockey	Volunteer
R	Thomas Motovidlak	JH Golf	\$1,249.56

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

### **Transportation – Drew Salko**

### **Support Services – Kevin Carey**

#### **Recommended Action**

1. Approve an extension to the leave of absence for Employee #3076, effective March 26 – September 13, 2025. It is understood the leave will consist of sick and 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.**

#### **Recommended Action**

2. Appoint Robin Ungureit of Hunlock Creek as Full-Time Guidance Secretary, 8 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.**

#### **Recommended Action**

3. Appoint Caitlin Sutton of Hunlock Creek as Part-Time Food Service Worker, 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 – Rob Wojtowicz**

#### **Recommended Action**

1. Adopt a proposed final budget for the 2025-2026 fiscal year with expenditures of \$36,683,890 and revenues of \$35,569,162 with millage of 12.1430 mills assessed valuation in Harveys Lake Borough and the townships of Jackson, Lake, Lehman and Ross in Luzerne County; and 65.3441 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 Mr. Salko voted no, all other members present voted yes; motion carried.**

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### **Recommended Action**

2. Renew the agreement with Metz Culinary Management, Dallas, PA., to provide food service management for the 2025-2026 school year, subject to PDE approval.

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

### **Recommended Action**

3. Approve the Special Education Plan for the Lake-Lehman School District for the years 2025-2028,

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

### **Recommended Action**

4. Approve LIU 18 as the provider of credit recovery/summer school for the summer of 2025.

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

### **Recommended Action**

5. Approve the list of graduating seniors for the 2024-2025 school year.

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

### **Recommended Action**

6. Approve Peter Liepach of Cologne, Germany, as an International Foreign Exchange Student and accept enrollment in the Lake-Lehman School District as a high school eleventh grade student for the 2025-2026 school year. Enrollment is contingent upon receipt of appropriate immunization/health care documentation, verification that the J-1 Visa is in place in accordance with Board Policy No. 239, and acknowledgment from the host parents that they bear full responsibility for the student's wellbeing throughout the school year.

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

### **Recommended Action**

7. Exonerate Thomas A. Kordowski of Ross Township, from payment of all real estate taxes which apply to the property listed on the Exemption 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.**

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### **Recommended Action**

8. Exonerate Edward Wesoloski of Lehman Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate, that become due on or after April 4, 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**

9. Exonerate Hysobanny N. Mujica, of Lehman Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate, that become due on or after March 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**

10. Exonerate Michael Laity of Jackson Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate, that become due on or after March 26, 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**

11. Re-appoint Mary Jo Casaldi, as School Board Secretary, for a term of four years, beginning the first day of July, 2025, at a stipend of \$7,000.00.

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

### **Recommended Action**

12. Approve the West Side CTC final budget for the 2025-2026 fiscal year in the amount of \$7,846,488.00.

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



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**Recommended Action**

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

A.	Appeal #Appeal #2025-01-3242	\$1,440.00
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**Vote: Upon roll call, all members present voted yes; motion carried.**

**Recommended Action**

14. Approve the Application for Use of Facilities submitted by Ginny Bonomo, Sweet Valley Church of Christ, for use of the stadium, parking lot and portable restrooms at the Lake-Lehman Junior-Senior High School campus for a 5K Run to be held on Saturday, May 24, 2025, from 7:00 a.m. until 1:00 p.m.

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

**Recommended Action**

15. Approve the Application for Use of Facilities submitted by Christopher Kukosky, Club Vollocity for use of the Lake-Lehman Junior-Senior High School new gymnasium and restroom facilities for AAU Volleyball Club Skills Camp to be held on July 14<sup>th</sup>, 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup>, 2025, from 9:00 a.m. until 1:00 p.m.

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

**Recommended Action**

16. Approve the Application for Use of Facilities submitted by Christopher Kukosky, Club Vollocity for use of the Lake-Lehman Junior-Senior High School new gymnasium and restroom facilities for AAU Volleyball Tryouts to be held on July 19, 2025, from 9:00 a.m. until 1:00 p.m.

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

**Recommended Action**

17. Award the bid for the Lake-Lehman School District Vestibule Security Upgrade Project to D & M Construction Unlimited, Inc., of 107 North Turnpike Rd., PO Box 132, Dalton, PA. This award shall include the base bid for Lake-Lehman Jr. Sr. High School and Lake-Noxen Elementary School, as well as Alternates #1 and #2, with deductions of work to be performed at Ross Elementary and Lehman-Jackson Elementary. The project has an estimated total cost of \$494,800.00.

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



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### **Recommended Action**

18. Approve the contract with Keystone Sports Construction of Phoenixville, PA, to supply and install a hybrid 2" synthetic turf playing surface manufactured by Shaw Sports Turf to replace existing black synthetic turf surface at a cost of \$497,289.57. Price is based upon COSTARS Contract # (COSTARS -14-E23-312) and in accordance with contract documents received on April 15, 2025.

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

### **Recommended Action**

19. Approve the contract with Keystone Sports Construction, Phoenixville, PA, for the mobilization, site preparation and installation of a Rekortan RT running track surface complete with striping and lane event markings at a total cost of \$378,252.94. Price based upon COSTARS Contract # (COSTARS-14-E23-312) and in accordance with contract documents received on April 15, 2025.

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

### **Recommended Action**

20. Approve the agreement between Lake-Lehman School District and DesignBLD, Design LLC, of Exeter, PA, to provide construction administrative services for the Lake-Lehman School District Vestibule Security Project at an estimated 2% of the project cost.

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

## **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 April, 2025.

2. **Informational item:** Hand Typed Checks for April, 2025.

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**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 16, 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**