

LAKE-LEHMAN SCHOOL DISTRICT BOARD MEETING MINUTES

May 19, 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, May 19, 2025, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:05 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	Absent
Mark Wallace	Present
Scott Walsh	Present
Rob Wojtowicz	Present
Robert Wright	Present

Others Present:

James E. McGovern, Superintendent
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, Personnel Benefits Manager/Jr. Sr. High Asst. Principal
Jeff Shook, Dean of Students/Athletic Director
Lori Bednarek, Special Projects Coordinator
Donald James, Lehman-Jackson Elementary Principal
Michael Kostrobala, Ross Elementary Principal
Brian Murphy, Technology Coordinator
Tina Antonello, Director of Special Education
Erica Orock, School Psychologist
Brady Butler, Director of Buildings and Grounds

Ava Baran	Beau Baran	Katie Laudenslager	Josh Laudenslager
Anita Koziol	Dave Fedor	Ricky Lopasky	Dara Lopasky
Brenda Morris	Ella Aritz	Dominick Aritz	Jules Judge
Jeremy Janasov	Sarah Kashatus	Stephen Martin	

EXECUTIVE SESSION

An Executive Session of the Board was held on May 19, 2025, to discuss the following:

- A. Employment –retirements/leaves of absence
- B. Coaching/extra-curricular appointments
- C. Support staff appointments and employment opportunities

READING OF MISSION

Mr. McGovern a 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

The Superintendent’s Report included the following:

- Mrs. Katie Laudenslager, Lehman-Jackson Elementary teacher, provided a slide show presentation on the Interactive Learning Trail, a Leadership Northeast Project, that was constructed behind the Lehman-Jackson Elementary School. The goal of her project was to increase student interaction with nature by creating a space where students, teachers and the community can connect with nature and explore the natural space around the school. Mrs. Laudenslager solicited materials and organized volunteers for the project. Learning stations set up throughout the trail were constructed with recycled and reused building materials. Northeast Regional office staff helped with the final installation of the learning stations.

BUSINESS MANAGER’S REPORT

Mr. Caputo, Business Consultant, provided a report on the 2025-2026 proposed final budget which included discussion on healthcare expense, tax data, state funding, budgeted expenses and budgeted revenues.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko provided highlights from the March 24, 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 March 26, 2025.

STUDENT COUNCIL REPORT

Julianne Judge presented an end-of-year report from the Student Council:

“Good Evening, my name is Julianne Judge, and I am the newly elected vice president of the student council. Working alongside our past officers has been an honor, and I’m eager to continue their tremendous efforts. This past year has been very successful for student council, and throughout its duration, we raised money and collected items for a variety of charities, including Ruth’s Place Women’s Shelter and Blue Chip Animal Farm. We organized and hosted a stadium clean-up, assemblies, bake sales, and class competitions. Our holiday, Class Olympics, and Mr. Knight assemblies ran smoothly and gave students an exciting school activity on half-days. We raised money for the club through frequent bake sales and dress downs, which allowed us to collect \$3,000 for the annual senior book scholarships. As a result, 20 of our seniors will be awarded a scholarship in memory of a former Lake Lehman employee or student on Moving Up Day. We’re excited to close out this year and look forward to doing even more next year. Thank you for your continued support of the club!”

Ella Aritz provided the following SADD club report:

“Good Evening, tonight I wanted to share with you a yearly report of everything our newly formed SADD club has accomplished this year. Although our first three months of the school year were spent getting the club up and running, we made up for it throughout the rest of the year. I feel as if Michael and the Company family would be proud that something so big and that can have such a positive impact on people’s lives is in Michael’s name as a way to honor him.

Throughout the school year we have hosted numerous bake sales, candy gram sales, pledge sign-ups, and spirit days. Our bulletin board has changed every month to keep students up to date with facts, to inform them about our upcoming events, and to encourage them to be safe in every aspect of their lives. We hosted our first assembly earlier this month, the Prom Promise assembly, to inform our students about the dangers of driving impaired and to encourage them to be safe on prom night. The club has been working all school year all alongside the Company family to put together a scholarship for students going into a trade in Michael’s name. We have raised money towards this scholarship all year, and the Company family graciously donated funds to help us get this scholarship up and running. As a result, together with Michael Company’s family, the SADD club will award a \$1,000 scholarship to a senior entering the trades following graduation.

The club and I have so many big plans for the upcoming year and we hope to keep making positive impacts not only for Lake-Lehman students but everyone within our community. I want to thank you for all of your support and wish you all a happy and safe summer. Thank you!”

FOOD SERVICE

No Report

OLD BUSINESS

None.

APPROVAL OF THE AGENDA

Mr. McGovern 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 Dr. Carey to approve the following minutes.

April 14, 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 May 20, 2025, in the amount of \$462,872.48 and interim payments dated May 2, 2025, in the amount of \$124,478.57, and April 17, 2025 in the amount of \$157,393.36; subject to audit.

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

TREASURER'S REPORT

Motion was made by Mr. Baran, seconded by Mr. Salko, to approve the treasurer's report as of April 30, 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 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

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.

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.

CURRICULUM AND INSTRUCTION

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

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.

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.

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.

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

No items.

ATHLETICS & ACTIVITIES

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

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

A	Edward Kopec
B	Thaddeus Smyda
C	Megan Thompson
D	Amy Wood

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

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.

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.

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
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

No items.

SUPPORT SERVICES

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

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.

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.

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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

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

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.

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.

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.

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.

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

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

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.

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.

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.

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.

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.

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.

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.

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.

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.

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 14th, 15th, 16th and 17th, 2025, from 9:00 a.m. until 1:00 p.m.

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

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.

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.

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.

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.

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.

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 June 16, 2025, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

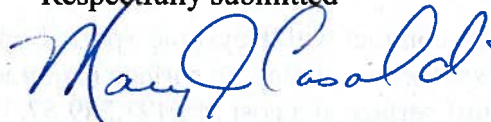
VISITORS

Steven Martin	Lehman Township	Mr. Martin requested restoring a school bus route on Route 29 to the original route prior to it being changed in 2019 due to an accident that occurred at that location.
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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 7:55 p.m.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi