Lake-Lehman School Board

The combined Committee-of-the-Whole and regular monthly meeting for general purposes (voting) Monday, November 17, 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 November 17, 2025, to discuss:

   A. Coaching/extra-curricular appointments/potential openings
   B. LLEA/LLESPA Grievances
   C. Support Staff employment opportunities (Courier, Part-Time Maintenance, Part Time Custodian)
   D. Personnel – Professional and Support
   E. Security Contracts

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

October 20, 2025 - regular monthly meeting.

16. Payment of Bills

Approve the Fund Accounting Payment Summary with payment date listed as November 18, 2025, and interim payments dated October 31, 2025 and October 17, 2025.

17. Treasurer's Report

Approve the Treasurer's Report as of October 31, 2025.

18. Acknowledge Receipts of Financial Reports and File for Audit

Balances as of September 30, 2025

- Ross Activity Fund

Balances as of October 31, 2025

- Athletic Fund
- Food Service
- Jr/Sr High School Activity Fund
- Jr/Sr High School Principal's Fund
- Ross Elementary Activity Fund
- Lake-Noxen Elementary Activity Fund

19. Action Items –

Curriculum and Instruction – Rob Baran

Recommended Action

1. Accept with regret the letter of retirement from Corinne Anderson, Reading Specialist, effective January 24, 2026.

Recommended Action

2. Approve a Sabbatical Leave of Absence for Employee #1926, for the purpose of restoration to health, effective for one semester of the 2025-2026 school year (90 school days beginning December 10, 2025).

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Recommended Action

3. Appoint the following LIU Guest Teacher Program Participants, as per diem substitute teachers, at a daily rate in accordance with the adopted substitute pay schedule, without contractual rights/benefits. All clearances on file.

A.	Susan Motyka of Kingston	Emergency Permit – All Instructional Areas PK-12
B.	Mary Dempsey of Kingston	Emergency Permit – All Instructional Areas PK-12

Recommended Action

4. Appoint the following as per diem substitute teachers, at a daily rate in accordance with the adopted substitute pay schedule, without contractual rights/benefits. All clearances on file.

A.	Wendy Garrety of Harvey's Lake	Elementary K-6 Certification
B.	Lizabeth Trescher Gallager of Dallas	Elementary K-6 & Special Education Certification

Recommended Action

5. Approve the revision to the 2025-2026 Lake-Lehman School District Elementary Student Handbook, Special Education Services section.

Recommended Action

6. Approve the revision to the 2025-2026 Lake-Lehman School District Junior-Senior High School Student Handbook, Special Education Services section.

Buildings/Grounds – Jean Sayre

Athletics/Activities – Mark Wallace

Recommended Action

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

A	Melissa Bagi	H	Tara Monko
B	Kayla Bessmer	I	Brittany O'Connor
C	Jill Brown	J	Calvin Overstreet

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D	Kelsey Coole	K	Elizabeth Roman
E	Margaret Cramton	L	Heather Ryzner
F	Sarah Haddle	M	Jonelle Wudarski
G	Matthew Kukosky		

Recommended Action

2. Appoint the following Assistant Coaches/ Extra-Curricular Advisors for the 2025-2026 school year, pending receipt of clearances within the mandated timeframe:

A	Brandon Ritinski	Wrestling	Volunteer
B	RJ Driscoll	Wrestling	Volunteer
C	Shane Stark	Wrestling	Volunteer
D	James Mitkowski	JH Wrestling	$3,336.94
E	Logan Kuhar	Varsity Swimming	$1,779.99
F	Taylor DeBona	Swimming	Volunteer

Recommended Action

3. Appoint Two Pillars Athletes of 213 E. Luzerne Ave, Kingston, PA, as consultants to the Lake-Lehman School District for the purpose of athletic development. The rate for consultation is $50.00 per hour.

Recommended Action

4. Appoint the following as Physical Fitness Directors for the 2025-2026 School Year at a rate in accordance with the Collective Bargaining Agreement between the Lake-Lehman School District and the Lake-Lehman Education Association. All hours are to be approved by the Superintendent. Pending receipt of clearances.

A.	Michael Mully of Noxen
B.	Jacob Prest of Hunlock Creek
C.	Jacob Milczynski of Wilkes-Barre
D.	Shoshanna Mahoney of Sweet Valley
E.	Scott Renfer of Hunlock Creek
F.	William Lavan of Shavertown
G.	Robert Gregor of Dallas
H.	Michael Phillips of Sweet Valley

Recommended Action

5. Appoint Rachel Shook of Noxen as Head Girls Lacrosse Coach for the 2025-2026 season at a stipend of $4,852.24. All clearances on file.

Transportation – Drew Salko

Support Services – Kevin Carey

Recommended Action

1. Appoint John Blaski of Sweet Valley as Part-Time Courier, 5.5 Hours per Day, 260 Days per Year, at an hourly rate of $15.00. Pending receipt of clearances within the mandated timeframe.

Recommended Action

2. Appoint Robert Nichols Sr. of Hunlock Creek as Part-Time Custodian, 5 Hours per Day, 260 Days per Year, at an hourly rate of $15.00. Pending receipt of clearances within the mandated timeframe.

Recommended Action

3. Appoint the following as hourly support staff substitutes, without contractual rights/benefits. Pending receipt of clearances within mandated timeframe.

A.	Sandra Ference of Shavertown	Food Service & Paraeducator
B.	Cahil Carey of Noxen	Courier

School Board – Rob Wojtowicz

Recommended Action

1. Approve the first reading and waive all future readings of revised policy #113.2 Positive Behavior Support.

Recommended Action

2. Approve the Settlement Agreement and Mutual Release of Claims between the Lake-Lehman School District and PA Leadership Charter School.

Recommended Action

3. Approve a refund of paid real estate taxes in the amount of $801.04 for the year 2024, for Dolores R. Koury, for property located in Harveys Lake Borough, as determined by the Luzerne County Assessment Office.

Recommended Action

4. Exonerate Jason Trevethan 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 October 15, 2025, as determined by the Pennsylvania State Veteran's Commission for Real Estate Tax Exemption, Department of Military and Veterans Affairs.

Recommended Action

5. Approve the Application for Use of Facilities for Reggie Gensel and Amy Lingobardo for use of both gymnasiums in the junior-senior high school, lobby area and concession stand, for Penn League Individual Championships to be held on January 30, 2026 from 3:30 p.m. to 9:00 p.m. and on January 31, 2026 from 7:00 a.m. until 5:00 p.m.

Recommended Action

6. Approve a donation to the Back Mountain Library Association in the amount of $2,000.00.

20. Information/Recognition

A. Curriculum and Instruction

1. **Informational item:** School Newsletters

B. Athletics/Activities

C. Buildings & Grounds

D. Transportation

E. Support Services

F. School Board

1. **Informational item**: Check Run Comparison for October, 2025.
2. **Informational item**: Hand Typed Checks for October, 2025.

21. Board Discussion Items for Future Agendas (New Business)

22. Set Meeting Dates

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes has been scheduled for December 15, 2025, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

The annual meeting for reorganization of the Lake-Lehman Board of School Directors is scheduled for Tuesday, December 2, 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