

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

November 18, 2024

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, November 18, 2024, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:10 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	Absent
David Paulauskas	Present
Drew Salko	Present
Jean Sayre	Present
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
Matthew Nonnenberg, Junior-Senior High School Principal
Tabitha Miscavage Spagnuolo, Assistant Junior Senior-High Principal/Personnel/Benefits Manager
Donald James, Lehman-Jackson Elementary Principal
Michael Kostrobala, Ross Elementary Principal
Lori Bednarek, Special Projects Coordinator
Brian Murphy, Technology Coordinator/Buildings and Grounds Director
Tina Antonello, Director of Special Education
Erica Orock, School Psychologist

Dallas Hanna	Arthur Price	Gloria Sharon	Anita Koziol	Katie Cronin
Gail Honeywell	Marion Gallagher	Pat Gallagher	Nancy Edkins	Kristin Gannon
Levi Gannon	Harold Roberts	Ruth Roberts	Cheryl Kulikowski	Trista Vogan
Brianna Bower	Ken	Candida Vogan	Tim Vogan	M. Diehl
Carmella Diehl	Brenda Morris	Alecia Bower	Erika Stehle	Jon Meyer
Renie Meyer	Olivia Meyer	Celia Meyer	Jake Meyer	Patti Workman
Doug Workman	Laura Layaou	Chris Layaou	Tammy Schnable	Lyndsay
Rich Cronin				

EXECUTIVE SESSION

An Executive Session of the Board was held on November 18, 2024, to discuss employment opportunities – professional staff, support staff, coaching/extra-curricular appointments and job descriptions.

READING OF MISSION

Mr. McGovern 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:

- Cheryl Kulikowski, L-L Band Director, presented the Tournament of Bands, Region II, Outstanding Marching Band Performance Award for 2024, to the following Lake-Lehman students:
 - Brianna Bower – 11th grade
 - Trista Vogan – 10th grade
- Mrs. Gail Honeywell introduced this year’s winners of the 2024 Wyoming Valley Veteran’s Day Parade Committee Essay Contest and presented students with certificates.

This year’s essay theme for students in grades 4 & 5:

“Why is it important to remember and honor our Veterans?”

- 2nd Place - Max Gannon – 4th grade Lehman-Jackson
- Annie Layaou – 5th grade, Lehman-Jackson (School Winner)
- Reese Payne – 5th grade, Lake-Noxen (School Winner)

Theme for students in grades 6-12:

“Veterans in our Neighborhood: Honoring Veteran’s Living in Our Community”

- 3rd Place – Olivia Meyer – 6th grade, Lehman-Jackson
- 2nd Place – Maci Stehle – 7th grade, L-L JSHS
- Honorable Mention – Atticus Smyda – 6th grade, Ross

BUSINESS MANAGER’S REPORT

No report.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko provided highlights from the September 23, 2024, 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 September 24, 2024.

STUDENT COUNCIL REPORT

Mr. Wright read the following report provided by Student Council.

"During the month of October, Club members assisted in organizing and promoting the Halloween assembly; however, it was unfortunately canceled due to complications regarding the construction of the auditorium. We hope to hold a similar assembly next year for the student body. This past month we experienced great success with our Bake Sale and the Red White, and Blue class competition. The Freshman and seventh-grade classes were named victors. Tomorrow, club members will be participating in the stadium cleanup to beautify our school grounds. Things look promising moving into December. We are planning two assemblies: the annual class Olympics on December 13th and the Holiday assembly the following week on December 20th. We plan to host a Holiday-themed bake sale on the week of the 16th as well as a Holiday spirit week as a precursor to our Assembly. We are hoping to get our student body involved and excited as we approach the winter break! Finally, our club will sponsor two children for the Children's Christmas party. As always, we thank you for your continued support!"

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 Mr. Baran, to approve the following minutes.

October 21, 2024 - regular monthly meeting

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

PAYMENT OF BILLS

Motion was made by Mr. Walsh, seconded by Mr. Paulauskas, to approve the Fund Accounting Payment Summary with payment date listed as November 19, 2024, in the amount of \$319,352.74, and interim payments dated October 18, 2024, in the amount of \$142,423.37, and November 1, 2024, in the amount of \$145,176.70; subject to audit.

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

TREASURER'S REPORT

Motion was made by Mr. Paulauskas, seconded by Mrs. Sayre, to approve the treasurer's report as of October 31, 2024.

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 October 31, 2024

- Ross Elem. Activity Fund
- Lake-Noxen Fund
- Junior-Senior High Activity Fund
- Junior-Senior High Principal's Fund
- Athletic Fund
- Food Service

ACTION ITEMS

CURRICULUM AND INSTRUCTION

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

1. Appoint the following as per diem substitute teachers, at a daily rate of \$120.00, without contractual rights/benefits. All clearances on file.

A.	Jennifer Gallup of Dallas	Elementary K-6 Certification
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Vote: Upon roll call, all members present voted yes; motion carried.

BUILDINGS & GROUNDS

No items.

ATHLETICS & ACTIVITIES

Motion was made by Mrs. Sayre, seconded by Mr. Wallace, 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.	Grace Brown	F.	Angela Dougherty
B.	Josie Marino-Bonham	G.	Marissa Szychowski
C.	Corey Koons	H.	Diane Kerestes
D.	Lalania Garner-Winter	I.	Adam Harris
E.	Julia Scott		

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

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

A.	Kelly Cave-Mattie	SADD Club	\$1,480.75
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Vote: Upon roll call, all members present voted yes; motion carried.

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

A.	Philip Hettes Jr.	Wrestling	Volunteer
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Vote: Upon roll call, all members present voted yes; motion carried.

4. Accept, with regret, the following letters of resignation:

- A. Crystal Savage, Head Cheerleading Coach, effective October 23, 2024
- B. Abria Marcincavage, Varsity Assistant Cheerleading Coach, effective October 23, 2024
- C. Deanna Dragon, JH Assistant Cheerleading Coach, effective October 31, 2024

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

5. Ratify approval for administration to advertise for the following position:

A.	Head Cheerleading Coach
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Vote: Upon roll call, all members present voted yes; motion carried.

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

A.	Brittany McIntosh	Cheerleading	Volunteer
B.	Courtney Thomas	Cheerleading	Volunteer

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

TRANSPORTATION

No items.

SUPPORT SERVICES

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

1. Accept, with regret, the letter of resignation from Mary Iorio, Food Service Worker, effective November 8, 2024.

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

2. Authorize administration to advertise for the following positions:

- A. Part-Time Food Service Worker, 5.5 hours per day, 186 days per year
- B. Full-Time Autistic Support Paraeducator, 7 hours per day, 186 days per year

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

3. Accept, with regret, the letter of resignation from Alexandra Rishkofski, Guidance Secretary, effective November 22, 2024.

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

4. Ratify approval for administration to advertise for the following position:

- A. Full-Time Jr/Sr High School Guidance Secretary, 8 hours per day, 260 days per year.

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

5. Appoint Michelle Nichols 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 mandated timeframe.

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

6. Appoint Dawn Hollowell of Harvey's Lake as Part-Time Custodian, 5 hours per day, 260 days per year, at an hourly rate of \$15.00. Pending receipt of clearances within mandated timeframe.

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

7. Appoint Jannel Scott 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 mandated timeframe.

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

SCHOOL BOARD

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

1. Accept, with regret, the letter of retirement from Nancy Edkins, Principal, effective January 31, 2025.

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

2. Approve the Collaborative Partnership Agreement between Valdosta State University through its Dewar College of Education and Human Services (COEHS) and Lake-Lehman School District for the purpose of observation and student teaching placement.

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

3. Approve a second reading of the following Board Policies:

A.	113.1 Discipline of Students with Disabilities
B.	113.2 Behavior Support

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

4. Approve the Application for Use of Facilities submitted by Ryan Shannon, Lake-Lehman Elementary Wrestling, for use of the junior-senior high school new gymnasium/old gymnasium, concession stand area and cafeteria for a Penn League Tournament to be held on Saturday, January 25, 2025, from 7:30 a.m. to 9:00 p.m. Set up for the event will take place late Friday evening, January 24th after the scheduled Basketball game.

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

5. Approve the Application for Use of Facilities submitted by Kimberly Reynolds, Rotary Club of Dallas, for use of the Ross Elementary gymnasium for a pick-up event for the children’s shopping program, scheduled for Saturday, December 7, 2024, from 9:00 a.m. to 12:00 p.m.

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 December 9, 2024, 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 3, 2024, at 6:30 p.m. and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

VISITORS

Marion Gallagher		<p>Mrs. Gallagher addressed the board in regard to a chaperone issue with an upcoming cheerleader booster club trip.</p> <p>Mrs. Gallagher also thanked Mr. Nonnenberg and Mrs. Spagnuolo for stepping in and helping the cheerleaders finish their season.</p>
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Mindy Jenkins		<p>Ms. Jenkins addressed the board with a request to start a tennis team at Lake-Lehman.</p> <p>Mr. McGovern responded that he will meet with the Athletic Director in regard to the request.</p>
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ADJOURNMENT

A motion to adjourn the meeting was made by Mr. Salko, seconded by Mr. Baran.

Mr. Wright adjourned the meeting at 8:04 p.m.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi