

Lake-Lehman School District

The Combined Committee-of-the-Whole and regular monthly meeting for General Purposes (Voting)
Monday, November 20, 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**
4. **Executive Session(s)** An Executive Session of the Board will be held on November 20, 2023 to discuss:

- A. Employment Opportunities - support staff/ teacher/administration
- B. Memorandums of Understanding
- C. Coaching/Extra Curricular Appointments
- F. Litigation
- G. Leaves of Absence

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

October 16, 2023 - regular monthly meeting

16. Payment of Bills

Approve the Fund Accounting Payment Summary with payment date listed as November 21, 2023, and interim payments dated: October 20, 2023 and November 3, 2023.

17. Treasurer’s Report

Approve the Treasurer’s Report as of October 31, 2023.

18. Acknowledge Receipts of Financial Reports and File for Audit

Balances as of October 31, 2023

- Athletic Fund
- Food Service Fund
- Jr/Sr High Activity Fund
- Jr/Sr High Principal/s Fund
- Lehman-Jackson Elementary Building Fund
- Lake-Noxen Elementary Building Fund
- Ross Elementary Building Fund

19. Action Items –

Curriculum and Instruction – Marilyn Glogowski

Recommended Action

1. Approve a leave of absence for Employee #3392 effective January 2, 2024 through April 26, 2024. It is understood the leave will consist of personal, sick and unpaid days in accordance with the Family Medical Leave Act; leave will exceed 60 days.

Recommended Action

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

A.	Shelby Reese of Scranton	Grades PK-4 Certification
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Recommended Action

3. Appoint the following LIU Guest Teacher Program Participants, as per diem substitute teachers, at a daily rate of \$120.00, without contractual rights/benefits. All clearances on file.

A.	Evan Judge of Hunlock Creek	Emergency Permit – All Instructional Areas PK-12
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Recommended Action

- 4. Rescind the motion of August 21, 2023 appointing Christina Woronko as Mentor Teacher.

Recommended Action

- 5. Appoint the following Mentor Teacher for the 2023-2024 school year:

	Mentor	New Teacher	Stipend
A.	Elena Knepper	Amber Lawson-Comstock	\$602.40

Recommended Action

- 6. Approve a leave of absence for Employee #2078 effective November 14, 2023 through December 14, 2023. It is understood the leave will consist of unpaid days in accordance with the Family Medical Leave Act; not to exceed 60 days.

Buildings/Grounds – Al DeAngelis

Athletics/Activities – Kevin Carey

Recommended Action

- 1. Accept, with regret, the letter of resignation from Katlyn McHenry, Junior Class Advisor, effective immediately, and authorize administration to post the position.

Recommended Action

- 2. Approve the following as School & Booster Volunteers for the 2023-2024 school year; all clearances on file:

A.	Cheryl Brudnicki	H.	Amanda Greenberg	O.	Eric Plisko
B.	Katelyn Bulkley	I.	Patricia Harrison	P.	Helen Shillabeer-Karpowich
C.	Lee Dwen	J.	Ashley Isaac	Q.	Patrick Stanley
D.	Kaitlin Evans	K.	Tiffany Kopec	R.	Tracey Stanley
E.	Angela Falzone	L.	Erin Kovach	S.	Stephen Stolarick
F.	Geoff Fishel II	M.	Karissa Morrow	T.	Logan Dwen
G.	Deniel Frackowiak	N.	Juliana Overstreet		

Recommended Action

- 3. 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.	Shane Stark	Wrestling Varsity Assistant	\$4,932.67
B.	Tracey McGurk	Swimming Assistant	\$1,732.06
C.	Madeline Greene	Girls Lacrosse Assistant	\$2,993.22

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D.	Sarah Traver	Softball JH Assistant	\$2,993.22
E.	Rebekah Steele	Softball	Volunteer
F.	Victoria Groff	Softball	Volunteer

Transportation – Karen Masters**Recommended Action**

1. Approve the following bus/van drivers for the 2023-2024 school year. All clearances on file.

A. Cathy Burbank – Back Mountain Transit

Support Services – Lorraine Farrell**Recommended Action**

1. Approve the Memorandum of Understanding between the Lake-Lehman School District and the Lake-Lehman Educational Support Personnel Association, appointing Rachelle Daniels of Sweet Valley as a full-time, 8 hour per day, 260 days per year employee. Position will consist of Food Service & Custodial Staff responsibilities, effective November 21, 2023.

Recommended Action

2. Approve the Memorandum of Understanding between the Lake-Lehman School District and the Lake-Lehman Educational Support Personnel Association, appointing Diana Burkley of Shavertown as a full-time, 7 hour per day, 186 day per year employee. Position will consist of Library Aide & Paraeducator responsibilities, effective November 21, 2023.

School Board – John McDonald**Recommended Action**

1. Authorize administration to enter into agreement with Jennifer Biscotto of Dallas, PA for the purpose of providing Supervision Services for BCBA/BCaBA (Board Certified Behavior Analyst/Board Certified Assistant Behavior Analyst) Trainee(s) at an hourly fee of \$60.00. Scope of services includes:
 - Provide supervision of trainee(s) seeking to earn a BCBA/BCaBA, in accordance with *Professional & Ethical Compliance Code for Behavior Analysts*
 - Engage in ongoing performance feedback of trainee in accordance with sections 5.05 and 5.06 of *Professional & Ethical Compliance Code for Behavior Analysts*
 - Verify monthly/final program experience hours and satisfactory performance

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Recommended Action

- 2. Approve the Application for Use of Facilities submitted by Tom Williams, for use of the junior-senior high school main gymnasium, concession stand, lobby, locker rooms, and parking lots for a MAWA Wrestling Tournament to be held on the following dates: April 12, 2024, beginning at 5:00 p.m., and April 13, 2024 from 6:30 a.m. until 6:00 p.m.

Recommended Action

- 3. Ratify the approval of the Application for Use of Facilities submitted by Richard Matysik, for youth basketball practice and games from October 2023 through March 2024, for the following buildings, and practice times, subject to availability.

Ross Elementary	Practice	Gymnasium	5:00 p.m. - 7:00 p.m.
Lehman-Jackson	Practice	Gymnasium	6:00 p.m. - 8:00 p.m.
Jr/Sr High School	Games	Gymnasiums, Lobby & Concession Stand	11:00 a.m. – 4:00 p.m.

Recommended Action

- 4. Approve the Dual Credit Affiliation Agreement between Misericordia University and the Lake-Lehman School District, for students who meet eligibility requirements, as per terms of the agreement. The term of agreement shall be in effect upon signing and shall continue for a period of (5) five years.

Recommended Action

- 5. Ratify the approval of the Early College Program for Young Scholars between Luzerne County Community College and the Lake-Lehman School District, for students who meet eligibility requirements as per terms of the agreement. The agreement shall be in effect from July 1, 2023 to June 30, 2028.

Recommended Action

- 6. Ratify the approval of the Young Scholars Program between King’s College and the Lake-Lehman School District, available for students who meet eligibility requirements as per terms of the agreement. The agreement shall be in effect from September 15, 2023 to September 15, 2028.

20. Information/Recognition

A. Curriculum and Instruction

- 1. **Informational item:** School Newsletters

B. Athletics/Activities

C. Buildings & Grounds

D. Transportation

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E. Support Services**F. School Board**

1. **Informational item:** Check Run Comparison for October, 2023.
2. **Informational item:** Hand Typed Checks for October, 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 December 11, 2023, 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 Monday, December 4, 2023, at 6:00 pm. and will be held in the library of the Lake-Lehman Junior-Senior High School.

23. Visitors**24. Adjournment**