

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

November 20, 2023

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 20, 2023, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Drew Salko, at 7:06 p.m., and opened with Roll Call, Pledge of Allegiance and a moment of silence.

<u>DIRECTORS</u>	<u>Roll Call</u>
Kevin Carey	Absent
Alfred DeAngelis	Present
Lorraine Farrell	Present
Marilyn Glogowski	Present
Karen Masters	Present
John McDonald	Present
David Paulauskas	Absent
Andrew Salko	Present
Robert Wright	Present

Others Present:

James E. McGovern, Superintendent
Avery E. Smith, Esquire, King, Spry, Herman, Freund & Faul LLC
Mary Jo Casaldi, Superintendent's Administrative Asst./Board Secretary
Tabitha Miscavage Spagnuolo, Personnel/Benefits Manager
Lori Bednarek, Special Projects Coordinator
Mike Kostrobala, Junior-Senior High School Assistant Principal
Matthew Nonnenberg, Ross Elementary Principal
Donald James, Lehman-Jackson Elementary Principal
Brian Murphy, Technology Director/Buildings & Grounds
Jeff Shook, Home & School Visitor/Athletic Director/Dean of Students
Tina Antonello Portee, Special Education Director
Erica Orock, School Psychologist

Kristen Yingst	Sherry Daum	Brian Daum	Addyson Burkley
Diana Burkley	Kelly Brelsford	Jamie Walsh	Cheryl Koval
Seth Brelsford	Mackenzie Riaubia	Sierra Scaggs	Mike D.
Scott Walsh	Tom Yoniski, Jr.	Jackie Krogulski	Ashley Blazaski
Elizabeth	Courtney Judge	Kate Cronin	Anita Koziol
Rob Wojtowicz	Jim Lyons	Kelly Lyons	Lisa Wallace
Susan Allen	Tammy Schnable	Stasia Bierly	Gail Honeywell
John Sharkus	Kathleen Selner	Lesley Corey	Hailey Corey
Jeannie Sayre	Elizabeth Morgan	Chris Teetsel	

EXECUTIVE SESSION

An Executive Session of the Board was held on November 20, 2023, to discuss employment opportunities-support staff/ teacher/administration, Memorandums of Understanding, coaching/extra-curricular appointments, litigation and leaves of absence.

READING OF MISSION

McKenna Riaubia, 6th grade student at Ross Elementary, recited the Mission and Core Values 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:

- Susan Allen, LCDR, Wyoming Valley Veterans Day Parade Committee representative, presented certificates to this year’s winners and grade level winners in the 2023 Wyoming Valley Parade Committee Veteran’s Day Essay Contest. This Year’s Essay themes were: Grades 4 & 5: “Why is it important to remember and honor our Veterans?” Grades 6-12: “Honoring our Korean War Veterans: Commemorating the 70th Anniversary of the Korean War Armistice”

This year’s essay contest winners and school winners are as follows:

School Winners:

Matthew Badman - 5th - Ross Elementary
Hunter Blat - 6th - Ross Elementary
Jayden Lyons - 6th - Lake-Noxen Elementary
Reese Payne – 4th Grade – Lake-Noxen Elementary

Contest Winners:

Grades 4&5 -

3rd place - 4th grade - Devon Bienkowski - Lehman Jackson Elementary
Honorable Mention - 5th grade - Mason Yingst - Lake-Noxen Elementary

Grades 6-8

1st place - 6th grade - Toby Hanson - Lehman Jackson Elementary
3rd place - 7th grade - Olivia Plummer - Jr/Sr High School

- Mr. Jeff Shook presented a certificate to Coach Tom Yoniski in honor of him being awarded PIAA State Golf Coach of the Year.
- Mr. McGovern acknowledged Board members: Mrs. Marilyn Glogowski, Mrs. Lorraine Farrell, Mrs. Karen Masters and Mr. John McDonald thanking them for their years of dedication and service to the Lake-Lehman School District and community.

BUSINESS MANAGER'S REPORT

No Report.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko presented highlights from the September 25, 2023, meeting of the WSCTC Joint Operating Committee.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

No Report.

STUDENT COUNCIL REPORT

The following report was provided by student council representative, Hailey Corey.

“Good evening,” “the Lake-Lehman Student Council has been very busy over the last few weeks. We held a Halloween assembly where students were able to compete in a costume contest with the categories of group costume, funniest costume, most creative costume, and scariest costume. After the costume contest, we watched The Nightmare Before Christmas. On November 9th, we held another assembly, which was also our class competition for this month. During this assembly, each class and some of our teachers went head to head in fun games like dodgeball, tug of war, and musical chairs. Today, we held a bake sale during all lunches where items were sold for \$1 and our profits will be given to Blue Chip for their animal’s Thanksgiving dinners. As we head into December, we are planning a bake sale for December 11th, a fun holiday-themed spirit week for our class competition, and our annual holiday assembly on December 22nd. We are hoping to get the band, chorus, and cheerleaders involved to help create a memorable experience for our students before they head off on their winter break.”

FOOD SERVICE REPORT

No Report.

OLD BUSINESS

None.

APPROVAL OF THE AGENDA

Mr. McGovern reviewed and read the agenda and addendum items.

Mr. Salko 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 Karen Masters, seconded by Marilyn Glogowski, to approve the following minutes.

October 16, 2023 - regular monthly meeting

Vote: Upon roll call, Mr. DeAngelis abstained. All other members present voted yes; motion carried.

PAYMENT OF BILLS

Motion was made by Drew Salko, seconded by Lorraine Farrell, to approve the Fund Accounting Payment Summary with payment date listed as November 21, 2023, in the amount of \$516,459.63, and to also approve interim payments dated October 20, 2023, in the amount of \$200,852.20, and November 3, 2023 in the amount of \$240,068.54; subject to audit.

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

TREASURER'S REPORT

Motion was made by Drew Salko, seconded by Al DeAngelis, to approve the treasurer's report as of October 31, 2023.

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, 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

ACTION ITEMS

CURRICULUM AND INSTRUCTION

Motion was made by Marilyn Glogowski, seconded by Lorraine Farrell, to move on the following items:

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.

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

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

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

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

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

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

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

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

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.

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

BUILDINGS & GROUNDS

No items.

ATHLETICS & ACTIVITIES

Motion was made by Al DeAngelis, seconded by John McDonald, to move on the following items:

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

The above motion was tabled.

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		

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

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

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

TRANSPORTATION

Motion was made by Karen Masters, seconded by Al DeAngelis to move on the following item:

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

A. Cathy Burbank – Back Mountain Transit

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

SUPPORT SERVICES

Motion was made by Lorraine Farrell, seconded by Marilyn Glogowski to move on the following items:

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.

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

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.

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

SCHOOL BOARD

Motion was made by John McDonald, seconded by Al DeAngelis, to move on the following items:

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*

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- 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

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

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.

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

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.

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

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.

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

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.

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

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.

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

INFORMATION AND RECOGNITION

Mr. Salko noted that all informational items are as listed.

BOARD DISCUSSION FOR FUTURE BUSINESS

None.

SET MEETING DATES

Mr. Salko read the following meeting information:

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.

VISITORS

Sherry Daum	Sweet Valley	Mrs. Daum expressed concerns with the Football Program in regard to the effectiveness of the current coaches. Mrs. Daum asked for a comprehensive investigation into the program and suggested that a change in leadership may be necessary.
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Prior to adjournment, Mr. Salko acknowledged out-going School Board members thanking them for their friendship and their service to the Lake-Lehman School District.

ADJOURNMENT

A motion to adjourn the meeting was made by Lorraine Farrell, seconded by Marilyn Glogowski.

Mr. Salko adjourned the meeting at 7:58 p.m.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi