

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

**October 17, 2022**

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 October 17, 2022, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Drew Salko, at 7:03 p.m., and opened with Roll Call, the Pledge of Allegiance, and a Moment of Silence.

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

**Others Present:**

James E. McGovern, Superintendent  
Tracey Liparela, Assistant Superintendent  
Mary Jo Casaldi, Superintendent's Administrative Asst. /Board Secretary  
Tabitha Miscavage Spagnuolo, Personnel/Benefits Manager  
Lori Bednarek, Special Programs Coordinator  
Jeff Shook, School Resource Officer/Athletic Director  
Michael Kostrobala, Assistant Junior-Senior High Principal  
Matthew Nonnenberg, Ross Elementary Principal  
Donald James, Lehman-Jackson Elementary Principal  
David Madajewski, Director of Buildings and Grounds  
Brian Murphy, Technology Director  
Tina Antonello-Portee, Special Education Director  
Erica Orock, School Psychologist

Cheryl Madajewski	Anita Koziol
Sarah Remley	Matt Wegrzynowicz
Bridgett Brosius	Kathleen Selner
Courtney M.	Charles Boytin
Craig Selner	Courtney Judge
Rob Wojtowicz	Donna Richards
Jennifer Dawes	Scott Walsh
E.G. Morgan	Shane Stark
Michael Slivinski	Michael Stash

**EXECUTIVE SESSIONS**

Mr. Salko noted that an Executive Session was held on October 17, 2022, to discuss leaves of absence, retirements/resignations, employment opportunities, coaching/extra-curricular appointments, staff hirings, professional and support staff CBA's, pending litigation, contracted services-personnel and safety and security.

**READING OF MISSION**

Gianna Chopyak read the following 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.”

“Our Core Values promote work ethic, sacrifice, positive attitude and the ability to compete.”

**SUPERINTENDENT'S REPORT**

The Superintendent's Report included the following:

Mr. McGovern offered congratulations and best wishes to the Lake-Lehman Golf Team as they head to Penn State for the PIAA Golf Championship.

Mrs. Liparela presented a Safety Report which included information on trainings, drills, physical security and Grants.

Mr. McGovern announced that students in grades 4<sup>th</sup> through 6<sup>th</sup> are eligible to participate in the annual Wyoming Valley Veteran's Day Parade Committee Essay Contest.

Mrs. Liparela reported that the school calendar has been revised to reflect a change to the Act 80 early dismissal day scheduled for December 9, 2022, to be rescheduled to December 2, 2022.

Mr. McGovern also announced that this year's theme for the annual 6<sup>th</sup> Grade Holiday Card Contest will be “Christmas in Camelot.” An additional competition was added this year for students in grades 7<sup>th</sup> through 12<sup>th</sup> to compose a greeting for the inside of the holiday cards. Information on the contest will be forwarded to teachers this week.

**BUSINESS MANAGER'S REPORT**

No Report.

**WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT**

Mr. Salko provided a report on the meeting of the West Side Career and Technology Center Joint Operating Committee meeting held on Monday, August 22, 2022.

**LUZERNE COUNTY INTERMEDIATE UNIT REPORT**

No Report.

**STUDENT COUNCIL REPORT**

Mrs. Salko read the following Student Council Report for October:

“The Lake-Lehman Student Council has many exciting events planned for October! There will be a Pink Out Day for Breast Cancer Awareness on October 21st, which will also be our first class competition this month. We are also having a costume contest on October 31st where students can dress up in appropriate costumes. Students can compete to win Dunkin Donuts gift cards in specific categories. These categories are the most creative, the best teacher look-alike, the creepiest, the funniest, and the best group costume. We are hosting a Soles4Souls donation drive until October 28th. This drive is a competition between Dallas and Lake-Lehman for the Old Shoe football game on October 28th. Both schools' Student Council clubs will bring their collected shoes to the Old Shoe game to be counted, and the winning school will be announced at halftime. We will also be having our monthly bake sale on October 28th in order to raise funds for the Student Council club. We hope to make October an exciting month for our students!”

**FOOD SERVICE REPORT**

No Report.

**OLD BUSINESS**

None.

**APPROVAL OF THE AGENDA**

Mr. McGovern reviewed and read the agenda and addendums.

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.

Prior to approval of the minutes, Mr. Salko clarified the correction to the recording of the vote on recommended action item #5 under the heading of “School Board” listed in the September 19<sup>th</sup> regular monthly meeting minutes.

**APPROVAL OF MINUTES**

Motion was made by Karen Masters, seconded by Al DeAngelis, to approve the following minutes:

September 19, 2022 - regular monthly meeting

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

**PAYMENT OF BILLS**

Motion was made by Drew Salko, seconded by Al DeAngelis, to approve the list of bills for October, 2022, in the amount of \$531,851.77 and move that they be paid subject to audit.

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

**TREASURER'S REPORT**

Motion was made by David Paulauskas, seconded by Marilyn Glogowski to approve the treasurer's report for September, 2022.

**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 July 31, 2022

- Ross Elementary

Balances as of August 31, 2022

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

Balances as of September 30, 2022

- Jr/Sr High Activity Fund
- Jr/Sr High Principal's Fund
- Ross Elementary
- Lake-Noxen Elementary
- Lehman-Jackson Elementary

**ACTION ITEMS**

**CURRICULUM AND INSTRUCTION**

No items.

**BUILDINGS & GROUNDS**

Motion was made by David Paulauskas, seconded by Al DeAngelis, to move on the following items:

1. Approve the proposal from CM3, Fort Washington, PA. (Costars Contract #208977) to supply 18 new LED luminaires (LED pole light heads) for the 18 street lights and 36 new lithium batteries at a total cost of \$65,310.00, for the Lehman-Jackson Elementary parking areas.
  1. All material will be shipped directly to the Lake-Lehman School District.
  2. Installation labor is not included in our proposal.
  3. Labor will be provided by a local Costars approved contractor.
  4. Proposed lithium batteries will carry a ten-year warranty.

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

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2. Approve the proposal from PLD Associates (Costars Contract #088736) to provide the labor, equipment and material necessary to install 18 new LED luminaires (LED pole light heads) and 36 new lithium batteries at a total cost of \$8,500.00, for the Lehman-Jackson Elementary parking area.

Scope of work is to replace Parking lot batteries and upgrade lights to include as listed:

1. Remove existing old batteries and power control unit.
2. Remove existing LED Lights.
3. Install new batteries and controller.
4. Install new LED Lights.
5. Provide boom lift rental for this project.
6. Provide all labor for this project.

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

**ATHLETICS & ACTIVITIES**

Motion was made by Marilyn Glogowski, seconded by Al DeAngelis, to move on the following items:

1. Approve the following as School & Booster Volunteers for the 2022-2023 school year; all clearances on file:

A	Brenda Beres	L	Kristen Kempa	W	Jennifer Patla
B	Sarah Chidsey	M	Elizabeth Kishbach	X	Courtney Pentka
C	Mark Chopyak	N	Christina Kotis	Y	Johanna Perez-Shovlin
D	Jacob Claypoole	O	MaryJo Kluger	Z	Rosemary Rybka
E	Lacey Claypoole	P	Timothy Kluger	AA	Jared Sadowski
F	Jeffrey Craig Jr.	Q	Ricco Marino	BB	Emily Spencer
G	Sarah Craig	R	Eric Mathes	CC	Kyle Trosky
H	Joseph Frackowiak	S	Rebecca Meehan	DD	Michelle Volkel
I	Sarah Grega	T	Seth Mieczkowski	EE	Katrina Walsh
J	Koral Holcomb	U	Timothy Norconk	FF	Rob Wilson
K	Renee Kamback-Spinghel	V	Nicole Ourso		

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

2. Appoint the following Assistant Coaches/ Extra-Curricular Advisors for the 2022-2023 school year, all clearances on file; provided that the season is not cancelled due to Covid-19 related purposes.

A	Joshua Kane	Boys Basketball	Volunteer
B	Hayden Klopp	Boys Basketball	Volunteer
C	Tracey McGurk	Varsity Swimming	\$1,702.27
D	Thomas Manzoni	Swimming	Volunteer
E	Jennifer Purdy	Varsity Girls Basketball	4,932.67

F	John Dougherty	Girls Basketball	Volunteer
G	Joseph DeMace	Indoor Percussion	\$2,648.80
H	Elizabeth Gernhardt Morgan	Theater	Volunteer
I	John Morgan	Theater	Volunteer

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

#### **TRANSPORTATION**

Motion was made by Karen Masters, seconded by David Paulauskas, to move on the following items:

1. Approve the list of bus/van drivers for the 2022-2023 school year. All clearances on file.

A.	Evelyn Kline	Keystone Valley
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**Vote: Upon roll call, all members present voted yes; motion carried.**

#### **SUPPORT SERVICES**

Motion was made by Drew Salko, seconded by Al DeAngelis to move on the following items:

1. Appoint Kimberly Ayers of Sweet Valley as Full-Time Technology Assistant, 8 hours per day, 260 days per year, at an hourly rate of \$16.15. All clearances on file.

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

2. Appoint Amy Blaski of Sweet Valley, as Full-Time Cafeteria Manager, 7 hours per day, 186 days per year, at an hourly rate of \$14.70, plus contractual manager differential, effective immediately. All clearances on file.

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

3. Authorize administration to advertise for the following positions:

- A. Full-Time Payroll Clerk, 8 hours per day, 260 days per year
- B. Part-Time Food Service Worker, 5.75 hours per day, 186 days per year.

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

4. Appoint \_\_\_\_\_ of \_\_\_\_\_ as Full-Time Paraeducator, 7 hours per day, 186 days per year, at an hourly rate of \$ \_\_\_\_\_. Pending receipt of clearances within the mandated timeframe.

**Above Motion Tabled.**



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5. Accept, with regret, the letter of retirement from Michelle Wagner, Paraeducator, effective November 1, 2022.

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

6. Approve a leave of absence for Employee #2821 effective October 10 – December 30, 2022. 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.**

### **SCHOOL BOARD**

Motion was made by Al DeAngelis, seconded by Marilyn Glogowski, to move on the following items:

1. Approve the revised 2022-2023 school calendar to reflect a change to the Act 80 early dismissal day scheduled for December 9, 2022 to be rescheduled to December 2, 2022.

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

2. Approve the Application for Use of Facilities requested by Dan Peiffer, Megatron Events, Inc., for use of the wrestling room, weight room, track, and gymnasium for a Wrestling Camp/Clinic. The date of event has not been finalized. The following dates are under consideration: October 21-23, November 4-5 and Nov. 18-19.

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

3. Authorize administration to donate two iPad mini's to Saint Michaels College, Colchester, Vermont, in care of Matthew Edkins, Diving Coach. The iPads purchased in 2014 are no longer being used in the classroom. The college has requested the donation to be used for diver's visual feedback and correction.

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

4. Approve the following reimbursement(s) due to increased prescription co-pays, effective July 1, 2017, as outlined in the Collective Bargaining Agreement between the Lake-Lehman School District and the Lake-Lehman Educational Support Personnel Association:

A. Employee #1403	\$60.00
B. Employee #2821	\$40.00

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

5. Approve the Service Agreement with BerkOne of Bethlehem, PA, to prepare and mail the Act 1, Homestead/Farmstead applications, as per terms of Quote #0020217-Option A., which includes duplex printing (English/Spanish), mailing forms and envelopes: includes generic letter, pre-populated data on application (including SD name and property owner information), #9 single window return envelope and #10 double window outside envelope at a cost of \$0.4200. per application.

**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.

Mrs. Masters announced that the Lake-Lehman theater students will be holding a fund raiser at Leggios Restaurant in Dallas. Proceeds benefit the theater.

**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 November 21, 2022, and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

**VISITORS**

No comments.

**ADJOURNMENT**

A motion to adjourn the meeting was made by David Paulauskas; seconded by Mrs. Glogowski.  
Mr. Salko adjourned the meeting at 7:25 p.m.

Respectfully submitted



Non-Member, Board Secretary  
Mary Jo Casaldi