

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

November 16, 2020

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 16, 2020, via ZOOM video conference in order for its employees/agents and the public to maintain social distancing during the COVID-19 emergency.

The meeting was called to order by President, Lorraine Farrell, at 7:00 PM, and opened with Roll Call, the Pledge of Allegiance, and a Moment of Silence.

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

Others Present via video conference:

James E. McGovern, Superintendent
Tracey Liparela, Assistant to the Superintendent
Tom Melone, Business Consultant, A.B. Melone Co, CPA
Mary Jo Casaldi, Superintendent's Administrative Asst. /Board Secretary
Tabitha Miscavage, Personnel/Benefits Manager
Doug Klopp, Junior-Senior High School Principal
Brian Murphy, Technology Director
Michael Kostrobala, Junior-Senior High School Asst. Principal
Nancy Edkins, Lake-Noxen Elementary Principal
Donald James, Lehman-Jackson Elementary Principal
Matt Nonnenberg, Ross Elementary Principal
David Madajewski, Director of Buildings and Grounds
Erica Orock, School Psychologist
Jodi McMillan, Metz Culinary Management

The following names have been recorded as in attendance via ZOOM video conference as displayed:

Wendy Garrety	Amy	Aubrey Ellisor
Admin	Andy Wnuk	Austin Wallace
Aimee Morris	Anita	Beverly Wandel
Ak	Anna Fedor	Brenda C
Allison C.	Anne Butler	Brenda Morris
Allison Everett	Anthony Shipula	Brian Scott
Alysia Jones	Ashley	brink
Amanda Sciandra	Ashley Blazaskie	Brittany Rosencrans

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Brooke Egbert	Heather Demski	Keith Jones
Cadence	Holly	Kevin
Carrie McDonald	iPhone jennywren	Kimberly Cooney
Cathy M.	J Smith	Kimberly Miller
Cheri	Jamies iphone	Kristin
Chrisandra	Jeanne Williams	Kristine Gillen
Coffee	Jennifer Dawes	Kristy Guastella
Frankie Sesson	Jennifer Johnson	Leann Bauer
Gail Honeywell	Jennifer Stockholm	Lisa Hanley
Gail Kozich	Jodi	Lisa Marseco
Galaxy Note 10	Joe	Lisa's iPhone
Galaxy 59	Joe Giunta	Lori
Galaxy Tab A 8	Jolene Wilson	Maria Walp
Gennifer Pauley	Joylynn Woodrosky	markg
Gina's iPhone	Kacey Hall	max
Gonej's iPhone	KateLyn Kryzik	Megan Pryn
Graedon Finarelli	Katie Supey	Melanie Macoejczak
Melissa	Melissa Jarnot	Michael Buffer
Michelle Wagner	Morgan Fielding	Morgan Sadowski
Mserafin	Nancy	Natalie Hoprich
Nathan Kocher	nica	Nicole
Nikki	Patricia	Patrick's iPhone
Paul Matreselva	Pixel 2 XL	Rachel
Rachel Shook	Rebecca Keefe	ricco
Rich Cronin LLEA	Robin	Ron Strohl
S Martin	Sara L	Sarah
Sarah DiGiovanni	Sarah Longmore	Selena Mazzella
Sharron	Shelby	smiegielskim
Spencer J	Stacey Pellegrino	Staff
Susan Kaufer	Tammy	Tammy Evans
Tanner Manzoni	Tara Hillard	Theresa
Tina	Tina Judge	Tina Maciejczak
Tracy	Tracy DeRemer	twilly
Valarie Nat	Vanessa	Walker Kmetz
Zoey Spencer	Pam Groblewski	Pixel 2
Ryan Spencer	Covar Sears	Dana Lombardi
Dave	Dave Kapsick	Debbie
Donna Richards	Doreen Johnson	Eric Pimm
Eric's iPad	Erin Martin	

EXECUTIVE SESSIONS

Mrs. Farrell noted that an Executive Session was held on November 16, 2020, via ZOOM video conference, to discuss personnel issues and litigation.

READING OF MISSION

Mr. McGovern read the following 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.”

APPROVAL OF MINUTES

The following minutes were approved by all members present.

October 19, 2020 - regular monthly meeting

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

PAYMENT OF BILLS

Motion was made by David Paulauskas, seconded by Karen Masters, to approve the list of bills for November, 2020, in the amount of \$636,415.59 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 Lorraine Farrell, to approve the treasurer's report for October, 2020.

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, 2020

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

APPROVAL OF THE AGENDA

Mr. McGovern reviewed and read the agenda and addendums.
Mrs. Farrell noted the agenda is approved as read and amended.

SUPERINTENDENT'S REPORT

The Superintendent's Report is as follows:

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- Mr. McGovern offered clarification on his response to a question that was presented at the October 19th School Board meeting in regard to the Federal Meal Service Waiver Program. The question presented inquired as to why Lake-Lehman did not participate in the program during Covid 19? Mr. McGovern stated that at the October meeting he did not thoroughly explain the District's position in not participating at the start of the 2020/2021 school year. Mr. McGovern stated that the District did participate in the program from March through the end of the school year and this was accomplished by District Administration, Metz Culinary Management and a senior Food Service staff member. "With 72% of our students currently enrolled within the traditional platform, we do not have the staff necessary to implement the totality of the program including preparation, distribution and sometimes delivery, and volunteers are not an option." "Staffing is not an issue for school districts in hybrid and virtual platforms and under the federal program, we are not eligible for staffing reimbursement." Mr. McGovern also added that the district continually partners with community outreach groups to help Lake-Lehman families such as: Back Mountain Rotary, Dallas Rotary, Community Outreach sponsored by Lake-Lehman teachers and staff, Lake-Silkworth Lions Club, Harvey's Lake Women's Club, Sweet Valley Church of Christ, Trinity Presbyterian and Weinberg Food Pantry. "If a family is facing economic concerns they can contact their school's guidance counselor for assistance in finding a community resource."
- The Wyoming Valley Veteran's Day Parade Committee held its annual essay contest. This year's theme for students in grades 4 and 5 was "Why is Veteran's Day important?" and for students in grades 9 through 12: "Why is it important to commemorate the end of WWII?" All school winners were presented with certificates and invited to participate in next year's Parade scheduled for November 7, 2021, at 2 PM.

Winners from the Lake-Lehman School District are as follows:

Lucy Honeywell (9th) - 1st Place - \$250 prize
Addison Brink (6th/Ross) - 2nd Place - \$100 prize
Lyla Boice (7th) - 3rd Place - \$50 prize
Ava Jones (5th/Lehman-Jackson) - 1st Place - \$250 prize
Marian Clare (4th/Lake Noxen) - 3rd Place - \$50 prize
Joseph Guastella (4th/Ross) - Honorable Mention - \$25 prize

- Mr. McGovern noted that the 2020-2021 school calendar has been revised to reflect seven (7) Act 80/early dismissal days that were added to the calendar for virtual learning preparation.
- Mr. McGovern read the following report that was submitted by the Student Council:

Student Council update for School Board Meeting 11-16-20

We are continuing to hold our weekly Student Council Zoom meetings on Tuesdays and hosting Homework Helper Zooms on Wednesdays for students struggling academically. We recently participated in Key Club's Fright Knight Drive where we dressed up in costumes and handed out Halloween candy to children. Currently, we are working on designs for this year's Student Council shirts and are making plans for the upcoming holidays. We are organizing a virtual Christmas assembly, and we hope to assist Mrs. Boyle with the Christmas party for needy children.

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Our Mission is to support Lake-Lehman School District pillars of Mastery-Generosity-Independence-Community through Student Council pillars of Leadership- Integrity - Honor – Trust

- Mr. McGovern announced that the District will be holding its annual 6th Grade Holiday Card Contest open to all sixth grade students in the District. This year's theme is "It's the Most Wonderful Time of the Year." All winning entries will represent the district as the official "2020 Lake-Lehman School District Holiday Greeting Card.

BUSINESS MANAGERS REPORT

Mr. Thomas Melone, Business Consultant, reported on the Act 1 Budget timeline

OLD BUSINESS

None.

VISITORS – Comments relative to ACTION ITEMS will be accepted via email in advance of the meeting, circulated to board members and read during the meeting.

No comments relative to action items.

ACTION ITEMS

CURRICULUM AND INSTRUCTION

Motion was made by Marilyn Glogowski, seconded by Karen Masters, to move on the following items:

1. Accept, with regret, the letter of retirement from Michael Leskowsky, Physical Education Teacher, effective December 1, 2020, and authorize administration to advertise for the position.

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

2. Appoint Katie Supey of Dallas as a Temporary Professional Employee, effective January 1, 2020 at a salary of \$48,996.00, Bachelor's Level, Step 1. Initial assignment: Special Education Teacher. Pending receipt of clearances within the mandated timeframe.

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

BUILDINGS & GROUNDS

No items.

ATHLETICS & ACTIVITIES

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

1. Appoint the following Head Coaches/Extra-Curricular Advisors for the 2020-2021 school year; all clearances on file:

A.	Jenna Casaldi	Yearbook – Junior High	\$1,099.72
B.	Peyton Roberts	Yearbook – Senior High	\$3,305.09

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

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2. Amend the motion of October 19, 2020, appointing Assistant Coaches/Extra-Curricular Advisors for the 2020-2021 school year, to reflect the following salaries:

F.	Nathan Schlichter	JH Boys Basketball	\$3,303.90
J.	Jennifer Purdy	Varsity Girls Basketball	\$4,932.67
S.	Joseph Yankoski	Varsity Boys Basketball	\$4,932.67

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

3. Appoint the following Assistant Coaches/Extra-Curricular Advisors for the 2020-2021 school year; all clearances on file:

A.	Michael Berry	Debate Club	Volunteer
B.	Paula Paternoster	Theater	Volunteer
C.	Katrina Kottler	Theater	Volunteer
D.	Todd Paczewski	Boys Basketball	Volunteer
E.	John W. Morgan	Wrestling	Volunteer
F.	Janene Kasarda	JH Girls Basketball	\$3,303.90
G.	Kyle Purdy	JH Girls Basketball	\$3,303.90
H.	Adam Dizbon	Varsity Boys Basketball	\$4,932.67
I.	Jacob Prest	JH Boys Basketball	Volunteer
J.	Christopher Cercone Jr.	JH Boys Basketball	Volunteer

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

TRANSPORTATION

Motion was made by John McDonald, seconded by Karen Masters, to move on the following item:

1. Approve the list of bus/van drivers for the 2020-2021 school year as provided by Back Mountain Transit Co., Inc. All clearances on file.

A.	Donna Hopfer
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Vote: Upon roll call, Mr. McDonald voted no, all other members present voted yes; motion carried.

SUPPORT SERVICES

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

1. Appoint Brenda Morris of Dallas as Paraeducator, 7 hours per day, 186 days per year, at an hourly rate of \$10.50, effective immediately. All clearances on file.

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

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2. Appoint Amber Nociasta of Harvey's Lake as Head Custodian, 8 hours per day, 260 days per year, at an additional hourly rate of \$0.20 per employee under her supervision, in accordance with the LLESPA Collective Bargaining Agreement, effective January 9, 2021. All clearances on file.

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

3. Appoint Tammy Maranchik of Dallas as Part-Time Food Service Worker, 4.5 hours per day, 186 days per year, at an hourly rate of \$10.50, effective immediately. All clearances on file.

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

4. Approve a leave of absence for Employee #3537 effective October 29, 2020 through December 11, 2020. It is understood the leave will consist of sick and vacation 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.

5. Approve an intermittent leave of absence for Employee #2793 effective October 20, 2020 through the end of the 2020-2021 school year. It is understood the leave will consist of sick 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.

6. Approve a leave of absence for Employee #3413 effective October 20, 2020 through November 17, 2020. It is understood the leave will consist of sick and 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.

7. Ratify the approval for administration to advertise for the following positions:

- A. Part-Time Custodian, 4.5 hours per day, 260 days per year
- B. Full-Time Custodian, 8 hours per day, 260 days per year

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

8. Approve the transfer of Kevin Kocher, to Part-Time Maintenance Worker, 5.75 hours per day, 260 days per year at an hourly rate of \$11.50, effective immediately.

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

9. Authorize administration to advertise for the position of Part-Time Custodian, 5.5 hours per day, 260 days per year.

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

SCHOOL BOARD

Motion was made by Kevin Carey, seconded by Lorraine Farrell, 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 in regard to a two (2) year extension of the current Collective Bargaining Agreement, effective for the 2019-2020 and 2020-2021 school years. (Attachment)

Vote: Upon roll call, Mrs. Masters and Mr. Wright voted no, all other members present voted yes; motion carried.

2. Approve the Revised Athletic Reopening Protocol, Green Phase: Health and Safety Plan for the 2020-2021 school year. (Attachment)

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

3. Ratify the approval of the revised 2020-2021 school calendar to reflect (7) seven Act 80/early dismissal days added to the calendar for virtual learning preparation. (Attachment)

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

4. Authorize the Lehman Township Tax Collector to accept payment of real estate taxes at the discounted amount from Mr. Chester Paluch, a property owner in Lehman Township. This action is requested due to circumstances outlined in the attached letter submitted by the Lehman Township Tax Collector. (Attachment SB-4)

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

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

Vote: Upon roll call, Mrs. Masters voted no, all other members present voted yes; motion carried.

6. Ratify the authorization of the Lake-Lehman Board of Directors to grant approval to the Wyoming County Treasurer's Office to accept bids from Jason Ross of Nicholson, PA for the following unsold property located in Wyoming County. (Attachment)

Parcel #20-015.0-124-02 – in the amount of \$1,000.00

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

INFORMATION AND RECOGNITION

Mrs. Farrell noted that all informational items are as listed.

SET MEETING DATES

Mrs. Farrell read the following meeting information:

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes has been scheduled for December 14, 2020 at 7:00 pm. via Zoom video conference.

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The annual meeting for **Reorganization** of the Lake-Lehman Board of School Directors is scheduled for Monday, December 7, 2020 at 6:00 pm. And will be held via Zoom video conference.

VISITORS

In reference to Mr. McGovern's response in regard to the Federal Meal Service Waiver Program, Lisa Jesse questioned: "If staffing is a concern being able to implement this program, what will happen when/if all students return to school?" "What will we do to ensure we have enough staff to serve food?" "Or what will happen if one of our food service staff is exposed to Covid and must quarantine?" "How will the short staffing be addressed?"

Ms. Jesse thanked Mr. McGovern for clarifying the lunch program concerns.

Mr. McGovern responded that we are always working short-staffed, but we will continue to serve our students. We are always looking for applications.

Jennifer and William Vigorito commented "As parents with 2 kids at Lehman Jackson We just want the school board to know We think you guys are doing a great job. We are so glad our kids are able to be in school and the teachers and administrators are doing a fantastic job. Thanks so much for all the hard work and dedication to our kids!"


Mr. Paul Matreselva questioned why there has been no discussion on closing school due to the rising cases of Covid?

Mr. McGovern responded that our game plan will not change unless it is mandated by the State. "Once we identify a case, then we quarantine and the platform is moved from face-to-face to live stream learning." Mr. McGovern also stated that we are committed to providing the best education in the safest way possible.

ADJOURNMENT

Mrs. Farrell adjourned the meeting at 7:40 pm.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi

