

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

December 15, 2025

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, December 15, 2025, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:04 p.m., and opened with Roll Call, Pledge of Allegiance and a moment of silence.

DIRECTORS

Robert Baran
Sarah Saylor Kashatus
Christine Napierkowski
Drew Salko
Jean Sayre
Mark Wallace
Scott Walsh
Robert Wojtowicz
Robert Wright

ROLL CALL

Present
Present
Present
Present
Present
Present
Present
Present
Present

Others Present:

James E. McGovern, Superintendent
Tracey Liparela, Assistant to the Superintendent
Mary Jo Casaldi, Superintendent's Administrative Asst./Board Secretary
Sarah Modrick Esq., District Solicitor
Tabitha Miscavage Spagnuolo, Personnel Benefits Coordinator/Lehman-Jackson Elem. Principal
Matthew Nonnenberg, Junior-Senior High School Principal
Doug Klopp, Lake-Noxen Elementary Principal
Mike Kostrobala, Ross Elementary Principal
Brian Murphy, Technology Coordinator
Jeff Shook, School Resource Officer/Athletic Director
Tina Antonello, Special Education Director
Erica Orock, School Psychologist
Brady Butler, Director of Buildings and Grounds

Cheryl Kulikowski
Alexis Shotwell
Kaitlyn Brudnicki
Tim Vogan
Amber Nevin
Joseph Stelle

Dan Ambruster
Scott Shotwell
Cheryl Brudnicki
Selena Falcone
Amber Comstock

Jamie Walsh
Erica Stehle
Candida Vogan
Ethan K.
Rich Cronin

Nicole Chipeco
Kyle Atchison
Trista Vogan
Jill Casale
Richelle Stelle

EXECUTIVE SESSION

An Executive Session of the Board was held on December 15, 2025 to discuss:

- A. Coaching/extra-curricular appointments/potential openings
- B. LLEA/LLESPA Grievances
- C. Security Contracts

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

SUPERINTENDENT’S REPORT

The Superintendent’s Report included the following:

1. 6th Grade Holiday Card Contest Winners

Elementary Art Teachers Selena Falcone and Jill Casale presented the winners of this year’s annual 6th grade holiday card contest with a certificate and a gift card to Barnes & Noble Booksellers.

This Year’s Theme was “*Santa and His Helpers.*”

The following winners had their artwork on display at the meeting.

- ❖ Olive Nevin– Lehman-Jackson Elem.
- ❖ Ellyona Briggs – Lehman-Jackson Elem.
- ❖ Ella Stehle – Lake-Noxen Elem.
- ❖ Lillian Sabecky – Lake-Noxen
- ❖ Paisley Krasavage – Ross Elem.
- ❖ Natalie Quare– Ross Elem.
- ❖ Ava Walsh – Ross Elem.

2. Marching Band Awards

Cheryl Kulikowski, Band Director, recognized and presented certificates to the following three students who have received the Tournament of Bands - Region 2, Outstanding Marching Band Performance Award for 2025.

- ❖ Dan Armbruster – 11th grade
- ❖ Trista Vogan 11th grade
- ❖ Brianna Bower – 12th grade

3. Athletic Presentations

Athletic Director, Jeff Shook introduced Softball Coach Nicole Chepego who presented certificates of Athletic Achievement to Kaitlyn Brudnicki and Kirsten Finarelli who have achieved First Team All-State Softball.

4. Buildings and Grounds Report – Brady Butler

Building and Grounds Director, Brady Butler, provided an update on building projects.

5. Principal's Reports

Elementary Principals, Doug Klopp, Lake-Noxen Elementary, Michael Kostrobala, Ross Elementary and Tabitha Miscavage-Spagnuolo, Lehman-Jackson Elementary, reported on highlights and happenings in their respective buildings.

Matt Nonnenberg, Junior-Senior High School Principal, provided a report on the latest JSHS happenings and also introduced Mrs. Amber Comstock, JSHS Language Arts teacher, who provided feedback on a “Senior Buddies” program implemented in collaboration with Ross Elementary Title I teachers.

12th grade ELA students were paired with second and third grade Title I Reading students to help them with reading and writing skills. Mrs. Comstock thanked Mrs. Lori Bednarek for spearheading the program.

BUSINESS MANAGER'S REPORT

No report.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko reported on highlights from the October 27, 2025 meeting of the WSCTC Joint Operating Committee.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

Mr. Walsh reported in highlights of the October 22, 2025 meeting of the Luzerne Intermediate Unit Board of Directors.

STUDENT COUNCIL REPORT

No report.

FOOD SERVICE

Monthly Food Service Report emailed to Board members.

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. Wojtowicz, to approve the following minutes.

November 17, 2025 - regular monthly meeting
December 3, 2025 – School Board Reorganization

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

PAYMENT OF BILLS

Motion was made by Mr. Walsh, seconded by Mr. Salko, to approve the Fund Accounting Payment Summary with payment date listed as December 16, 2025, in the amount of \$478,518.56 and interim payments dated November 14, 2025, in the amount of \$136,294.67, and November 28, 2025, in the amount of \$149,233.75 and December 12, 2025, in the amount of \$144,369.05; subject to audit.

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

TREASURER'S REPORT

Motion was made by Mr. Baran, seconded by Mrs. Sayre, to approve the treasurer's report as of November 30, 2025.

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, 2025

- Lehman-Jackson Activity Fund

Balances as of November 30, 2025

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

ACTION ITEMS

CURRICULUM AND INSTRUCTION

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

1. Appoint the following LIU Guest Teacher Program Participants, as per diem substitute teachers, at a daily rate in accordance with the adopted substitute pay schedule, without contractual rights/benefits. All clearances on file.

A.	Alana Antonello of Plains	Emergency Permit – All Instructional Areas PK-12
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Vote: Upon roll call, all members present voted yes; motion carried.

2. Appoint the following as per diem substitute teachers, at a daily rate in accordance with the adopted substitute pay schedule, without contractual rights/benefits. Pending receipt of clearances within mandated timeframe.

A.	Thomas Williams of Dallas	Elementary K-6, Socials Studies 7-12 & School Counselor Certification
B.	Abigail Roman of Mountaintop	Elementary K-4 Certification
C.	Ruth Skammer of Dallas	Health & Physical Education Certification

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

BUILDINGS & GROUNDS

No items.

ATHLETICS & ACTIVITIES

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 Gerald Gilsky, Football Coach, effective immediately, and authorize administration to advertise for the position.

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

2. Approve the following as School & Booster Volunteers for the 2025-2026 school year; all clearances on file:

A	Gretchen Black
B	Nicole Blessing-Akhter
C	David Cupano
D	Robert Falls
E	Emalee Gensel
F	Adam Holena
G	Elizabeth Roman

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

3. Ratify the appointment of the following Coaches/ Extra-Curricular Advisors for the 2025-2026 school year, all clearances on file:

A	Alana Rinaldi Kozloski	Head Cheerleading	\$4,200.96
B	Alexandra McKitish	Varsity Assist. Cheerleading	\$1,779.99
C	Courtney Dougal	JH Assist. Cheerleading	\$1,779.99

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

4. Appoint the following Head Coaches/ Extra-Curricular Advisors for the 2025-2026 school year, all clearances on file:

A	John Sobocinski	Indoor Track	Volunteer
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Vote: Upon roll call, all members present voted yes; motion carried.

5. Appoint the following Assistant Coaches/ Extra-Curricular Advisors for the 2025-2026 school year, all clearances on file:

A	Ian Jones	Boys Basketball	Volunteer
B	Madelynn Ross	Band	Volunteer

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

TRANSPORTATION

No items.

SUPPORT SERVICES

No items.

SCHOOL BOARD

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

1. Adopt the following resolution:

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Lake-Lehman School District index for the 2026-2027 fiscal year is 4.1%

WHEREAS, the Lake-Lehman School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Lake-Lehman School District for the 2026-2027 fiscal year by more than its index.

AND NOW, on this 15th day of December, 2025, it is hereby RESOLVED by the Lake-Lehman School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2026-2027 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2026-2027 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2026-2027 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.

- (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

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

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 Tuesday January 20, 2026, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

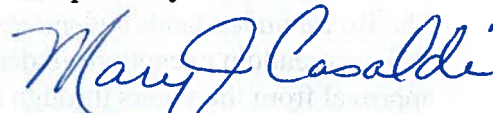
VISITORS

Rich Cronin	Harveys Lake Borough	Mr. Cronin thanked Board members for voting to increase the substitute pay. He stated that in just a few weeks it has made such a difference. Specials teachers were able to teach their classes instead of having to cover classes.
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ADJOURNMENT

Mr. Wright called for a motion to adjourn the meeting. Mr. Salko motioned to adjourn, seconded by Mr. Baran. Mr. Wright adjourned the meeting at 7:50 p.m.

Respectfully submitted



Non-Member, Board Secretary
Mary Jo Casaldi