

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

February 17, 2026

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes of the Lake-Lehman Board of School Directors was held on Tuesday, February 17, 2026, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:15 p.m., and opened with Roll Call, Pledge of Allegiance and a moment of silence.

DIRECTORS

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

ROLL CALL

Others Present:

James E. McGovern, Superintendent
Tracey Liparela, Assistant to the Superintendent
Mary Jo Casaldi, Superintendent's Administrative Asst./Board Secretary
Avery Smith, Esq., District Solicitor
Joseph Caputo, Business Consultant
Tabitha Miscavage Spagnuolo, Personnel Benefits Coordinator/Lehman-Jackson Elem. Principal
Matthew Nonnenberg, Junior-Senior High School Principal
Donald James, District Principal
Mike Kostrobala, Ross Elementary Principal
Lori Bednarek, Special Projects Coordinator
Brian Murphy, Technology Coordinator
Erica Orock, School Psychologist
Brady Butler, Director of Buildings and Grounds

Arthur Price	Cheryl Brudnicki
Rachel Reilly	John C.
Scott Shotwell	Rich Cronin

EXECUTIVE SESSION

An Executive Session of the Board was held on Monday, February 9, 2026 to discuss:

A. Potential purchase of property

An Executive Session of the Board was held on February 17, 2026, to discuss:

- A. Coaching/extra-curricular appointments/potential openings
- B. LLEA/LLESPA Grievances
- C. Security Contracts
- D. Support Staff openings
- F. Potential purchase of property

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 the context of community, independence, generosity and mastery within a safe learning environment.”

SUPERINTENDENT’S REPORT

Mrs. Liparela, Assistant Superintendent, provided an update on the Comprehensive Plan which will be posted for review on the district website and will be included on the March 16th Board Agenda for approval.

BUILDINGS AND GROUNDS REPORT

Mr. Brady Butler, Buildings and Grounds Director, provided a report on building and maintenance projects throughout the district. Mr. Butler concluded his report with an update on the vestibule upgrade project and also noted that he appreciates the patience and cooperation from staff, parents and students throughout the process.

PRINCIPAL’S REPORTS

Mr. Matt Nonnenberg, JSHS Principal and Elementary Principal’s Mr. Doug Klopp, Lake-Noxen, Mr. Mike Kostrobala, Ross, and Mrs. Tabitha Miscavage-Spagnuolo, Lehman-Jackson, reported on current highlights and happenings in their respective buildings.

BUSINESS MANAGER’S REPORT

No report.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Salko reported on highlights from the December 18, 2025 meeting of the WSCTC Joint Operating Committee.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

Mr. Walsh reported in highlights of the December 17, 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.**

Mr. Scott Shotwell expressed concerns with potential conflicts of outside organizations and school organizations requesting use of facilities.

APPROVAL OF MINUTES

Motion was made by Mr. Wojtowicz, seconded by Mrs. Sayre, to approve the following minutes.

January 20, 2026 - regular monthly meeting

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 February 18, 2026, in the amount of \$425,122.89 and interim payments dated February 6, 2026, in the amount of \$163,855.65, and January 23, 2026, in the amount of \$125,937.65; 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 January 31, 2026.

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 January 31, 2026

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

Balances as of December 31, 2025

- Lake-Noxen Activity Fund

ACTION ITEMS

CURRICULUM AND INSTRUCTION

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

1. Approve the Lake-Lehman High School Curriculum Guide for the 2026-2027 school year.

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

2. Approve the Lake-Lehman Junior High School Curriculum Guide for the 2026-2027 school year.

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

BUILDINGS & GROUNDS

Motion was made by Mrs. Sayre, seconded by Mr. Salko, to move on the following item:

1. Approve the proposal for the Lehman-Jackson Elementary HVAC project from CM3 Building Solutions, Fort Washington, PA. The total cost of the project is \$2,120,486.00. Individual prices listed include engineering, payment and performance bonds, project management, permits and insurance.
(2) Two COSTARS contracts will be utilized for this project:

1.	Maintenance, Repairs & Operation, COSTARS Contract-8-008-E23-1076
2.	Energy Conservation, COSTARS Contract -28-028-E23-045

The scope of work will include the following:

ECM	ECM Description	Price
M2	District Wide JACE Controller Replacement/Upgrade	\$64,513
M5	Replace Unit Ventilators	\$944,121
M8	Replace Boiler & Domestic Hot Water Heater	\$540,227
	ALTERNATE	
M6	Replace Rooftop Units & Air Handling Units	\$571,625

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

ATHLETICS & ACTIVITIES

Motion was made by Mr. Wallace, seconded by Mr. Walsh, to move on the following items:

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

A	Melissa Strunk
B	Dylan White
C	Gabrielle White

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

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

A	Scott Paull	JH Track & Field	\$3,076.06
B	John Morris	Baseball	Volunteer
C	Kyliee Blazick	Boys Volleyball	Volunteer
D	Mark Major	Boys Volleyball	Volunteer
E	Brynn Giordano	Boys Volleyball	Volunteer
F	Miranda Parry	Varsity Boys Volleyball	\$2,136.51
G	Alaisha Sherwood	Softball	Volunteer
H	Janelle Jacob	Varsity Girls Lacrosse	\$3,076.06
I	Josh Katyl	Baseball	Volunteer
J	Tiffany Hettes	JH Track & Field	\$3,076.06
K	Mary Ann Maxfield	Track & Field	Volunteer
L	Kyle Greenwood	Baseball	Volunteer

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

3. Appoint the following Head Coaches/ Extra-Curricular Advisors for the 2026-2027 school year, all clearances on file:

A.	Robert Carr	Girls Tennis	\$3,043.13
B.	Jean Lipski	Field Hockey	\$6,472.35
C.	Kelly Adamshick	Girls Soccer	\$4,404.15
D.	Enrico Bartolini	Boys Soccer	\$4,404.15
E.	Christopher Kukosky	Girls Volleyball	\$4,986.53
F.	John Sobocinski	Cross Country	\$4,404.15

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

4. Authorize administration to advertise for the position of Head Golf Coach for the 2026-2027 season.

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

TRANSPORTATION

No items.

SUPPORT SERVICES

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

1. Approve the following leaves of absence, in accordance with the Family Medical Leave Act; not to exceed 60 days:

	Employee	Dates of Absence	Type
A.	#3731	April 20, 2026 – End of School Year	Sick, Personal & Unpaid Days

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

2. Amend the hours per day for Caitlin Sutton, Part-Time Food Service Worker, to reflect 5.5 hours per day, 186 days per year, effective immediately.

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

3. Appoint Melissa Anthony of Noxen as Part-Time Food Service Worker, 5.5 hours per day, 186 days per year, effective immediately at an hourly rate of \$15.00. Pending receipt of clearances within the mandated timeframe.

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

4. Appoint the following as hourly support staff substitutes, without contractual rights/benefits. Pending receipt of clearances within mandated timeframe.

A.	Robin Johnson of Monroe Twp.	Food Service
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Vote: Upon roll call, all members present voted yes; motion carried.

SCHOOL BOARD

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

1. Approve the Tax Collection Reports for 2025.
 - A. 2025 Real Estate Tax Analysis
 - B. 2025 Real Estate Supplementals (County Issued May and September 2025)
 - C. 2025 Per Capita Tax Analysis
 - D. 2025 Cost of Real Estate & Per Capita Tax Analysis

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

2. Approve and adopt the first reading of the following revised Board Policies, waiving future readings.

A.	Policy 610: Purchases Subject to Bid/Quotation
B.	Policy 611: Purchases Budgeted

Note: These policies are updated annually to reflect annual pricing threshold updates for purchases subject to bid/quotations in accordance with the Department of Labor and Industry as required.

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

3. Approve and authorize the renewal of the Special Education Legal Services Letter of Engagement for Jennifer Donaldson, Esquire, Eastburn and Gray, PC, Attorneys at Law, Doylestown, PA, to serve as special education council to represent the Lake-Lehman School District in education matters on an as needed basis, as per terms of said agreement.

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

4. Approve the budget of the Luzerne Intermediate Unit #18 for the fiscal year July 1, 2026 to June 30, 2027.

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

5. Approve the Clinical Education Experience Agreement between Misericordia University and the Lake-Lehman School District to provide a clinical education experience for students of the University's College of Health Sciences and Education (CHSE) and/or College of Arts and Sciences (CAS) in accordance with terms listed in said agreement. The term of agreement shall be effective upon signing by both parties for a period of one year, with automatic renewal annually unless otherwise indicated in writing by either party.

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

6. Ratify the renewal of the Early College Program between Luzerne County Community College and the Lake-Lehman School District to provide an opportunity for students to earn college credits while still in high school. Participating students must meet eligibility requirements as per terms of the agreement. The agreement shall be in effect as of July 1, 2025 through June 30, 2030.

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

7. Ratify the renewal of the Young Scholars Program between King's College and the Lake-Lehman School District, to orient talented high school students to the college environment and provide each student with an extensive challenging academic experience. The program is available for students who meet eligibility requirements as per terms of the agreement. The agreement shall be in effect as of January 1, 2026 through January 1, 2030.

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

8. Authorize payment of the following insurance appeal(s) based on the determinations of the Lake-Lehman Insurance Appeals Committee:

A.	Appeal # 2026-02-2095	\$1,163.27
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Vote: Upon roll call, all members present voted yes; motion carried.

9. Approve a refund of paid taxes for the year 2025, for K & C Lake Real Estate, LLC, property located in Harveys Lake Borough, in the amount of \$230.00, as determined by the Luzerne County Assessment Office.

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

10. Approve the Application for Use of Facilities submitted by Sara Myers, BRAVE Field Hockey, for use of the turf fields and stadium for Field Hockey practices and games on the following dates: May 27th, June 10th, June 17th, June 24th and July 1st, 2026, from 5:00-9:00 p.m., and May 30, 2026 from 3:00-7:00 p.m.

The Above Motion was tabled.

11. Approve the Application for Use of Facilities submitted by Gabrielle Dubois, Hearts for Heroes/Junior League Northeast (JLNE), for use of the junior-senior high school campus for a 5K run/walk to support veterans in need, to be held on Saturday, April 4, 2026, from 11:00 a.m. until 3:00 p.m.

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

12. Approve the Application for Use of Facilities submitted by Mike Franza, Back Mountain Baseball & Softball, for use of the turf softball field for team practice sessions on Mondays and Fridays from 5-8 p.m. in early to mid-March, upon availability.

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

INFORMATION AND RECOGNITION

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

BOARD DISCUSSION FOR FUTURE BUSINESS

None.

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 Monday, March 16, 2026, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

VISITORS

No comments.

ADJOURNMENT

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

Respectfully submitted

Non-Member, Board Secretary
Mary Jo Casaldi