

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

January 20, 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, January 20, 2026, in the auditorium of the Lake-Lehman Junior-Senior High School.

The meeting was called to order by President, Bob Wright, at 7:00 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	Absent
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
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
Tina Antonello, Special Education Director
Erica Orock, School Psychologist
Brady Butler, Director of Buildings and Grounds

Anita Koziol	Jamie Walsh	Charlie Mully	Katie Laudenslager
J. Oliver	M. Mully	Shoshana Mahoney	Susan S.
Karen Mully	Zach Koval	Mike Teetsel	Rich Cronin
Theresa S.	Riann DeCesaris	John Sharkus	Scott McBride

READING OF MEETING NOTICE

Mrs. Mary Jo Casaldi, Board Secretary, read the meeting notice published in the Times Leader newspaper, listing dates, time and location for 2026 School Board Meetings.

EXECUTIVE SESSION

An Executive Session of the Board was held on Tuesday, January 20, 2025 to discuss:

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

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 reported on the following:

- School Calendar Update- Marking Period will end on January 23, 2026 as scheduled.
- Lake-Lehman School District will receive a safety grant in the amount of 130,695.00. Money will be used to upgrade the security camera system at all schools.
- Lake-Lehman School District will also receive a \$300,000 grant for paving projects through DCED-the Dept. of Community and Economic Development.

School Director Recognition Month

In honor of School Director Recognition Month, Mr. McGovern acknowledged Lake-Lehman School Board members and thanked them for their time and dedication to the Lake-Lehman School District, students, staff and community.

Buildings and Grounds Report

Mr. Brady Butler, Buildings and Grounds Director, provided an update on the generator replacement, underground tank removal project and the district wide vestibule upgrade project. Mr. Butler also welcomed Mr. John Blaski who recently started as our school district courier delivering mail, packages and supplies to each of the buildings. Welcome John!

Principal’s Reports

Mr. Matt Nonnenberg, JSHS Principal, introduced Coach Katie Laudenslager who presented certificates of Athletic Achievement to Olivia Oliver and Gianna DeCesaris, for being named 1st Team All-State Field Hockey. Congratulations!

Mr. Nonnenberg also provided a report on highlights from the junior-senior high school.

Mr. Mike Kostrobala, Ross Elementary and Mrs. Tabitha Miscavage-Spagnuolo, Lehman-Jackson Elementary, reported on highlights and happenings in their respective buildings.

In the absence of Mr. Doug Klopp, Mrs. Liparela provided a report on the latest news from Lake-Noxen Elementary.

BUSINESS MANAGER'S REPORT

No report.

WEST SIDE AREA CAREER AND TECHNICAL CENTER REPORT

Mr. Wright reported on highlights from the November 24, 2025 meeting of the WSCTC Joint Operating Committee.

LUZERNE COUNTY INTERMEDIATE UNIT REPORT

Mr. Walsh reported in highlights of the November 19, 2025 meeting of the Luzerne Intermediate Unit Board of Directors.

STUDENT COUNCIL REPORT

Student Council representative Jules Judge provided the following report:

The Lake-Lehman Student Council had a very eventful month of December. We unfortunately had to cancel our holiday assembly due to weather conditions the day before break. But we made up for it by pulling together a spin off of it last Friday as a winter assembly to give our fellow classmates a distraction before a stressful week of midterms. Our mission has been and continues to be to encourage student and staff involvement, and we were happy to see so many students and members of our faculty on stage as we played Family Feud!

The Student Council sponsored two children for the Children's Christmas Party held in December. This is a wonderful community tradition that provides Christmas gifts for those in need, and we truly enjoy taking part in this wonderful endeavor year after year.

We also hosted a holiday spirit week right before winter break. Students and staff were encouraged to dress in holiday themed apparel and accessories, and a gift card was given out to one lucky winner.

Our club continues to sponsor dress down days which help fund our 20 senior scholarships given out in May. Our monthly gift card raffle will be on Friday January 30th. We will encourage our student body to wear PJs for a relaxing day to celebrate the end of midterms. One lucky student will win a gift card to Sheetz for participating.

Our every other month bake sale will be held in February, where we will be selling dirt and other baked goods for \$1 during all lunches. In addition, as Valentine's Day inches closer, we also hope to bring back our Mr. Knight assembly!

We have had a successful school year so far, and we have many more exciting things planned for LL!

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. Wallace, seconded by Mr. Baran, to approve the following minutes.

December 15, 2025 - 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. Wright, to approve the Fund Accounting Payment Summary with payment date listed as January 21, 2026, in the amount of \$449,499.76 and interim payments dated December 26, 2025, in the amount of \$163,183.81, and January 9, 2026, in the amount of \$149,482.25; 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 December 31, 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 December 31, 2025

- Athletic Fund
- Food Service
- Jr/Sr High School Activity Fund
- Jr/Sr High School Principal’s Fund
- Ross 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. Amend the motion of November 17, 2025, to reflect the retirement effective date of January 16, 2026, for Corrine Anderson.

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

2. 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.	#3044	February 20 – April 3, 2026	Sick & Unpaid Days
B.	#3248	April 7 – May 26, 2026	Unpaid Days
C.	#3615	May 8 – End of the School Year	Sick Days
D.	#3351	May 11 – End of the School Year	Sick, Personal & Unpaid Days

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

3. Appoint the following Mentor Teachers for the 2025-2026 school year:

	Mentor	New Teacher	Stipend
A.	Melinda Gaus	Tiffany Weaver	\$619.07
B.	Jill Finarelli	Elizabeth Vojtko	\$619.07
C.	Kaitlin Fauerbach	Kathleen Klatt	\$619.07

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

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

A.	Kevin Koziol of Noxen	Emergency Permit – All Instructional Areas PK-12
B.	Christy Harrison of Hunlock Creek	Emergency Permit – All Instructional Areas PK-12
C.	John Christopher Chapple of Shavertown	Emergency Permit – All Instructional Areas PK-12

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

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

A.	Todd Phillips of Shavertown	Elementary K-6 & Elementary Principal Certification
B.	Jon Weber of Noxen	Art PK-12 Certification

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

BUILDINGS & GROUNDS

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

1. Approve the change order for Project #25037 LLSD Vestibule Security Upgrades. Work to be completed as per change order: Demo existing doors with removal of magnetic locks. Installation of new 36"x 60" window with 6"x 8" lintel and structural steel angle lintel. Install new electrical outlets: coordinate power connections per existing circuits. Replace four existing door sets, retain existing frames. Remove and replace thresholds. Total cost: \$42,544.77.

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. Appoint Michael Mully of Noxen as Head Football Coach for the 2026-2027 season at a stipend of \$8,563.42; all clearances on file.

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

2. Accept, with regret, the letter of resignation from Peter Moses, Boys Basketball Coach, effective January 6, 2026 and authorize administration to advertise for the position.

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

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

A.	Bernard Montigney Jr
B.	Annie Perry
C.	Morgan Pudimott

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.	Christopher Kukosky	Boys Volleyball	\$4,852.24
B.	Christian Hampel	Boys Lacrosse	\$4,937.16

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.	Michael Evans	Varsity Boys Lacrosse	\$3,076.06
B.	John McGurk	Varsity Track & Field	\$3,076.06
C.	Mary Ann Maxfield	Varsity Track & Field	\$3,076.06
D.	Jeffrey Peiffer	JH Track & Field	\$3,076.06
E.	Allen Scott	Track & Field	Volunteer
F.	Katie Laudenslager	JH Track & Field	\$3,076.06

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. Wright, to move on the following items:

1. Accept, with regret, the letter of resignation from Robin Johnson, Part-Time Food Service Worker, effective January 9, 2026, and authorize administration to advertise for the vacancy.

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

2. Accept, with regret, the letter of resignation from Cortney Maille, Child Accounting/PIMS Clerk effective January 15, 2026, and authorize administration to advertise for the vacancy.

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

3. Approve an intermittent leave of absence for Employee #1337, effective February 1 – October 25, 2026. It is understood the leave will consist of sick & 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 Mrs. Napierkowski, seconded by Mr. Wojtowicz, to move on the following items:

1. Exonerate Randy C. Shaver of Harveys Lake Borough, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate that become due on or after November 19, 2025, as determined by the Pennsylvania State Veteran’s Commission for Real Estate Tax Exemption, Department of Military and Veterans Affairs.

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

2. Approve the Application for Use of Facilities submitted by Chuck Crane, Harveys Lake Little League, for use of the junior-senior high school old gymnasium for baseball/softball evaluations to be held March 7, 2026 or March 14, 2026, from 9:00 a.m. to 3:00 p.m.; upon availability.

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

- 3. 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	\$20.00
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Vote: Upon roll call, all members present voted yes; motion carried.

INFORMATION AND RECOGNITION

Mr. Wright read the following informational item and noted that all other information items are as listed

- 1. **Informational item: Effective January 1, 2026** - Each year, the Pennsylvania Department of Labor and Industry is required by Law to publish changes to the base amounts triggering the requirement for public, telephonic bids or separate bids for certain contracts, or both.

The Pennsylvania School Code Sections 24 P.S. §7-751 and 24P.S. §8-807.1 require public school entities to obtain competitive bids and price quotations based on these amounts for the new calendar year. The amount for purchases subject to public bid will be **\$24,500** and the amount for purchases subject to written or telephonic price quotation will be **\$13,200**; effective January 1, 2026.

Lake-Lehman Board Policy 610 - Purchases Subject to Bid/Quotation, Policy 611 - Purchases Budgeted, and Policy (attachment) 626 - Procurement-Federal Funds, will be updated to reflect the annual pricing threshold updates for purchases subject to bid/quotations in accordance with the Department of Labor and Industry as required.

Please note: Lake-Lehman Board Policy 610 – Purchases Subject to Bid/Quotation, and Policy 611-Purchases Budgeted, will also be updated to reflect changes in policy language and will be included on the February 17, 2026 Board meeting agenda.

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 Tuesday February 17, 2026, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

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