

Lake-Lehman School Board

The combined Committee-of-the-Whole and regular monthly meeting for general purposes (voting)
Monday, May 18, 2026, at 7:00 p.m. in the auditorium of the Lake-Lehman Junior-Senior High School.

TO: Lake-Lehman School Board

**FROM: *James E. McGovern*
Superintendent of Schools**

Agenda

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Moment of Silence**
4. **Executive Session(s)** An Executive Session of the Board will be held on Monday, May 18, 2026 to discuss:
 - A. Coaching/extra-curricular appointments/potential openings
 - B. LLEA/LLESPA Grievances
 - C. Security Contracts
 - D. Support Staff openings and contract adjustments
 - E. Personnel - retirements
5. **Reading of Mission**

Lake-Lehman Mission: To inspire students to achieve personal fulfillment through the context of mastery, independence, generosity and community within a safe learning environment.
6. **Superintendent's Report**
7. **Buildings & Grounds Report**
8. **Principal's Reports**
9. **Business Managers Report**
10. **West Side Career and Technical Center Report**
11. **Luzerne Intermediate Unit Report**
12. **Student Council**
13. **Food Service Report**
14. **Old Business**

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15. Approval of Agenda

16. Visitors - Comments relative to approval of the Minutes, Payment of Bills, Treasurer's Report and Recommended ACTION ITEMS following.

17. Approval of Minutes

April 20, 2026 - regular monthly meeting

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

18. Payment of Bills

Approve the Fund Accounting Payment Summary with payment date listed as May 19, 2026 and interim payments dated May 1, 2026.

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

19. Treasurer's Report

Approve the Treasurer's Report as of April 30, 2026

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

20. Acknowledge Receipts of Financial Reports and File for Audit

Balances as of April 30, 2026

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

21. Action Items –

Election of School Board Treasurer – Board President

The Board will nominate and vote to elect a School Board Treasurer for a term of one year beginning the first day of July 2026.

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Recommended Action

1. Appoint Rob Baran to the office of School Board Treasurer for a term of one year beginning the first day of July, 2026.

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

Curriculum and Instruction – Sarah Saylor Kashatus

Recommended Action

1. Accept, with regret, the letter of retirement for Sandra Boyle, Mathematics Teacher, effective June 5, 2026.

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

Recommended Action

2. Accept, with regret, the letter of retirement for Donna Richards, Elementary Teacher, effective June 6, 2026.

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

Recommended Action

3. Authorize administration to post for the position of Department Chair – Elementary Science.

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

Recommended Action

4. 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.	Maureen Kane of Kingston	Registered Nurse
B.	Donald Scott Francis of Dallas	Mathematics & General Science 7-12 Certifications

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

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Recommended Action

5. 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.	Kendra Hettesheimer of Monroe Township	Emergency Permit – All Instructional Areas PK-12
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Vote: Upon roll call, all directors present voted yes; motion carried.

Buildings/Grounds – Jean Sayre

Recommended Action

1. Approve the change order for Project #25037 LLSD Vestibule Security Upgrades. Work to be completed as per change order #4: Installation of two Automatic Door operators at the Lake-Lehman Jr/Sr High School. Installation includes electrical requirements and actuators for operation. Also, additional carpet to be installed at Lake-Noxen Elementary within the office area. Work includes the removal of existing carpet and installation of new carpet per plan specification throughout the existing office area. Total cost: \$16,493.33.

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

Recommended Action

2. Approve the proposal provided by Tuft-Tex Carpet from Plains, PA, for the Ross Elementary: Carpet Replacement Project for the Ross Elementary School at a total project cost of \$135,655.00. Project scope includes the removal and replacement of all carpet, associated cove base, and transition strip. Contractor is to follow the project specifications and agreements outlined in the project documents provided by the School District during the public bid process.

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

Athletics/Activities – Mark Wallace

Recommended Action

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

A	Tiffany Engel	E	Rebecca Wandel
B	Ashlie Price	F	Jeremy Williams
C	Krista Reilly	G	Taylor Williams
D	Heather Thomas		

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

Recommended Action

- 2. Amend the motion of March 16, 2026 to reflect the following Assistant Coaches for the 2026-2027 school year:

A.	Motion 3-C	Brady Butler	Football	Volunteer
B.	Motion 3-D	Cody Lamoreaux	JH Football	\$4,847.47

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

Recommended Action

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

A.	Michael Teetsel	Varsity Football	\$5,586.06
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Vote: Upon roll call, all directors present voted yes; motion carried.

Transportation – Christine Napierkowski

Support Services – Rob Wojtowicz

Recommended Action

- 1. Accept, with regret, the letter of resignation for Ariel Courter, Full-Time Food Service Worker (Cook), effective May 4, 2026, and authorize administration to advertise the vacancy.

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

Recommended Action

~~Appoint Jacob Simoson of Harveys Lake as part time maintenance worker, 5.5 hrs. per day, 260 days per year, effective immediately at an hourly rate of \$15.00. Pending receipt of clearances within the mandated time frame. At the meeting, the Board voted to amend and revise this motion to read as follows:~~

- 2. Appoint Jacob Simoson of Harveys Lake as a substitute maintenance worker, hourly rate in accordance with the LLESPA CBA; pending receipt of clearances within the mandated time frame.

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

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School Board – Drew Salko

Recommended Action

1. Adopt a proposed final budget for the 2026-2027 fiscal year with expenditures of \$37,784,794 and revenues of \$36,179,890 with millage of 12.0538 mills assessed valuation in Harveys Lake Borough and the townships of Jackson, Lake, Lehman and Ross in Luzerne County; and 68.5134 mills on the assessed valuation of real estate in the township of Noxen in Wyoming County, as listed in the respective tax duplicates and assessed by the Assessor's Office. All other taxes as previously levied shall remain in force.

Vote: Upon roll call, Mr. Salko voted no, all other directors present voted yes; motion carried.

Recommended Action

2. Authorize the Lake-Lehman Board of School Directors to adopt the following resolution declaring the intent of the Lake-Lehman School District to reimburse itself for expenditures to be paid by the School District from its general funds in connection with capital projects of the School District with the proceeds of a tax-exempt bond issue, all as more fully described in the complete text of the Resolution.

WHEREAS, Lake-Lehman School District, Luzerne and Wyoming Counties, Pennsylvania (the "School District"), a school district organized under the laws of the Commonwealth of Pennsylvania, intends to finance a project (the "Project") with the proceeds of a tax-exempt borrowing (the "Debt") consisting of all or any of the following: (1) planning designing, acquiring, constructing, installing, furnishing and equipping of alterations, renovations, additions and improvements to the facilities of the School District, including but not limited to HVAC upgrades to the School District's facilities; (2) purchasing capital equipment for use in or in connection with the facilities of the School District; (3) additional capital projects of the School District to the extent approved by the Board of School Directors of the School District; and (4) paying the costs and expenses of issuance of the Debt; and

WHEREAS, design, engineering, acquisition and construction of the Project may commence prior to the issuance of the Debt and the School District desires to pay for certain of the costs of the Project (the "Expenditures") from general funds of the School District which do not constitute proceeds of tax-exempt bonds; and

WHEREAS, the School District has determined that the funds that have been or are to be advanced to pay Expenditures are or will be available only for a temporary period and it is necessary to reimburse the School District for Expenditures with respect to the Project from the proceeds of a tax-exempt borrowing represented by the Debt; and

WHEREAS, as of the date hereof, there are no funds from sources other than the Debt that are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the School District or any member of the same controlled group as the School District to pay the Expenditures;

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WHEREAS, the School District, in compliance with Section 1.150-2 of the United States Treasury Regulations, reasonably expects to reimburse the Expenditures made by it for the Project with proceeds of the Debt.

NOW, THEREFORE, BE IT RESOLVED, that the Board of School Directors of the School District (the "Board"), in lawful session duly assembled, hereby declares the intent of the School District as follows:

1. The School District reasonably expects to reimburse itself for original Expenditures to be paid by the School District from general funds of the School District in connection with the Project with the proceeds of the Debt.
2. This Resolution constitutes a declaration of official intent intended to comply with the requirements of Section 1.150-2(e) of the United States Treasury Regulations, as amended.
3. The maximum amount of debt expected to be issued to finance the Project is \$10,000,000.00.
4. The Expenditures are or will be "capital expenditures" as defined in Treasury Regulation Section 1.150-2(d)(3).
5. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations Section 1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147 of the Code. The proceeds of the Debt used to reimburse the School District for costs of the Project, or funds corresponding to such amounts, will not be used, within one year after the reimbursement allocation, in a manner that results in the creation of "replacement proceeds," including "sinking funds," "pledged funds," or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations Section 1.148-1) of the Debt or another issue of debt obligations of the School District, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations Section 1.148-1).
6. All reimbursement allocations will occur not later than eighteen (18) months after the later of: (i) the date the expenditure from a source other than the Debt is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations Section 1.150-2) or abandoned, but in no event more than three (3) years after the expenditure is paid.
7. The adoption of this Resolution is consistent with the budgetary and financial circumstances of the School District.
8. The Resolution shall become effective immediately.
9. Proper officers of the Board are authorized and directed to do such things as may be necessary to carry out the intent and purpose of this Resolution, specifically including, but not limited to, the making of timely reimbursement allocations upon the issuance of the Debt.

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10. In the event any provision, section, sentence, clause or part of this Resolution shall be held invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of the School District that such remainder shall be and shall remain in full force and effect.

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

Recommended Action

3. Renew the agreement with Metz Culinary Management, Dallas, PA., to provide food service management for the 2026-2027 school year, subject to PDE approval.

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

Recommended Action

4. Adopt the following resolution:

BE IT RESOLVED, that the Lake-Lehman School District of Luzerne County hereby requests a Keystone Communities Initiative (KCI) grant in the amount of \$500,000, from the Department of Community and Economic Development to be used for HVAC/Facility Upgrades.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate James E. McGovern, Superintendent and Lori Bednarek, Program Coordinator, as the official(s) to execute all documents and agreements between the Lake-Lehman School District and the Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

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

Recommended Action

5. Approve the first reading, waive future readings, and adopt the following Board Policy and Administrative Regulations.

A.	Policy: 246 School Wellness
B.	Policy: 246 AR-0 Nutrition Education and Promotion
C.	Policy: 246 AR-7 Healthy School Environment

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

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6. Approve Luzerne Intermediate Unit #18 as the summer school/credit recovery provider for 2026.

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

Recommended Action

7. Approve the Affiliation Agreement between Lake-Lehman School District and Penn State Harrisburg for field experiences and student teaching experiences. Length of contract one year from effective date, with automatic renewal for any number of one year terms unless otherwise sooner terminated, not to exceed a total term of five years.

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

Recommended Action

8. Approve the Dual Enrollment Agreement between Lake-Lehman School District and Keystone College for the 2026-2027 school year.

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

Recommended Action

9. Approve the list of graduating seniors for the 2025-2026 school year.

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

Recommended Action

10. Approve the renewal of the Department of Education ELECT Teen Pregnancy/Parenting Program agreement between the Lake-Lehman School District and Luzerne Intermediate Unit to offer/provide services to pregnant and parenting students. The agreement is in effect for the 2026-2027, 2027-2028, 2028-2029 school years.

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

Recommended Action

11. Exonerate John N. Long of Ross Township, from payment of all real estate taxes which apply to the property listed on the Exemption Certificate, 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 directors present voted yes; motion carried.

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12. Approve the Application for Use of Facilities requested by James Casey, Back Mountain American Legion Baseball, for use of the baseball field for American Legion baseball games to be held on June 8th, 9th, 15th, 16th, 22nd, 23rd, 29th and June 30, 2026, from 4:00 pm until 8:00 pm., upon availability.

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

Recommended Action

13. 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 #2807	\$60.00
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Vote: Upon roll call, all directors present voted yes; motion carried.

22. Information/Recognition

A. Curriculum and Instruction

1. **Informational item:** School Newsletters

B. Athletics/Activities

C. Buildings & Grounds

D. Transportation

E. Support Services

F. School Board

1. **Informational item:** Check Run Comparison for April, 2026.
2. **Informational item:** Hand Typed Checks for April, 2026.

23. Board Discussion Items for Future Agendas (New Business)

24. Set Meeting Dates

The combined Committee-of-the-Whole and regular monthly meeting for voting purposes has been scheduled for **Wednesday June 17, 2026**, at 7:00 p.m., and will be held in the auditorium of the Lake-Lehman Junior-Senior High School.

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25. **Visitors**

26. **Adjournment**