

Lackawanna Trail School District
School Board Meeting Minutes
November 11, 2024

The Lackawanna Trail School District met in person and via Zoom for a scheduled meeting on Monday, November 11, 2024 at 7:33 pm, public notice thereof having been given in accordance with applicable law.

An Executive Session was held prior to the meeting from 6:30 pm to 7:29 pm. The following items were discussed: Tax legal issue and personnel. All board members were present for the executive session.

President Joe Ross called the meeting to order and directed the secretary to call the roll. Board Members present: Adrian Bianchi, Heather Clark, Brendan Dwyer, Eric Johnson, Jaclyn Litwin, Dr. Michael Mould, Joseph Ross, Tony Vanko and Tracy Wescott.

Administrators present: Mr. Glynn, Mr. Kearney, Mrs. Kuchak, Mr. Opalka, Mr. Rakauskas, Mr. Schofield and Ms. Talarico.

Mr. Ross announced that PSBA had donated a book to the district, "A Buddy Bench".

Public Presentations:

School Resource Officer Program update was provided by Officer Carrielle Collins.

Junior Varsity Softball and Baseball Feasibility discussion was held. Members of the public who signed in to speak included: Joe Strauch, Colin Golden and Brian Malamud.

There was an opportunity for public participation provided. The following persons shared public comment:

Joe Strauch: Veterans program thank you, and freedom of speech regarding policies 320 and 420 (retired policy).

Brian Malamud: Level Up Program through Lackawanna College

Approval of Minutes

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the minutes from the October 15, 2024 School Board Meeting and November 4, 2024 Work Session be approved as submitted. The motion passed by a unanimous vote of 9-0.

Bill Listing

Mrs. Wescott made a motion, seconded by Mrs. Litwin, that all bills found to be true and accurate be approved. The motion passed by a unanimous vote of 9-0.

Treasurer's Report

Dr. Mould made a motion, seconded by Mr. Vanko, that the board approve the September and October Treasurer's Reports as submitted. The motion passed by a unanimous vote of 9-0.

Consent Agenda

Mrs. Clark made a motion, seconded by Mr. Dwyer, that motions 3, 4, 10, 11, 12, 17, 19, 20, 21 and 22 be combined in a consent agenda. The motion passed by a unanimous vote of 9-0.

3. Food Service Equipment

Motion to approve the purchase of food service equipment from Rice's Food Equipment and Consulting, Inc. for \$9,468.45 from unassigned food service fund balance awarded through the micro-purchase procurement process.

4. Tax Stipulation

Move that the board approve the tax stipulation for PIN 0681901002405 at an assessed value of \$23,000.

10. Field Trip

Move that the board approve the National Honor Society trip to the Statue of Liberty in New York, NY on April 30, 2025 at a cost to the district of substitutes.

11. Retirement

Move that the board acknowledge the retirement of Coralee Evans from her cafeteria manager position effective November 20, 2024.

12. Resignation

Move that the board acknowledge the resignation of Gabrielle Wiebel from her paraprofessional position effective October 22, 2024.

17. Extracurricular Resignation

Move that the board acknowledge the resignation of Ryan Vassil as Assistant Boys' Basketball coach effective immediately.

19. Extracurricular Volunteer

Move that the board approve Ryan Vassil as a volunteer Boys' Basketball coach for the 2024-2025 season. All clearances are on file.

20. Extracurricular Volunteer

Move that the board approve Ethan Lee as a volunteer Wrestling coach for the 2024-2025 season. All clearances are on file.

21. Extracurricular Volunteer

Move that the board approve Emma Oswald as a volunteer Girls' Basketball coach for the 2024-2025 season. All clearances are on file.

22. Extracurricular Resignation

Move that the board acknowledge the resignation of Kristen Kurpis as Head Softball Coach effective immediately.

Abatement

Mr. Johnson made a motion, seconded by Mr. Dwyer, that the board approve the abatement of penalties and interest from KC Facilities, LLC in the amount of \$517.77. The motion passed by a unanimous vote of 9-0.

Benton Township Delinquent Tax

Mr. Vanko made a motion, seconded by Mr. Bianchi, that the board approve option 2 per letter from Gazda Penetar dated October 20, 2024, for receipt of delinquent taxes on PIN 04003-010-00706. The motion passed by a unanimous vote of 9-0.

Policies for First Reading

Mr. Dwyer made a motion, seconded by Mrs. Litwin, that the board approve the first reading of the following policies. The motion passed by a unanimous vote of 9-0.

- 805 Emergency Preparedness and Response
- 805.1 Relations with Law Enforcement Agencies
- 805.2 School Security Personnel
- 824 Maintaining Professional Adult/Student Boundaries
- 909 Municipal Government Relations

Policies for Second Reading

Mr. Dwyer made a motion, seconded by Mr. Vanko, that the board approve the second reading of the following policies. The motion passed by a unanimous vote of 9-0.

- 103 Discrimination/Harassment Affecting Students
- 103.1 Nondiscrimination - Qualified Students With Disabilities
- 104 Discrimination/Harassment Affecting Staff

Policies for Adoption

Mr. Dwyer made a motion, seconded by Mr. Johnson, that the board approve the third reading and adoption of the following policies. The motion passed by a unanimous vote of 9-0.

- 301 Creating a Position
- 302 Employment of Superintendent
- 304 Employment of District Staff
- 307 Student Teachers/Interns
- 308 Employment Contract/Board Resolution
- 309 Assignment and Transfer
- 311 Reduction of Staff
- 312 Performance Assessment of Superintendent
- 313 Evaluation of Employees
- 314.1 HIV Infection

- 317 Conduct/Disciplinary Procedures
- 317.1 Educator Misconduct
- 319 Outside Activities
- 320 Freedom of Speech in Nonschool Settings
- 321 Political Activities
- 322 Gifts
- 324 Personnel Files
- 325 Dress and Grooming
- 326 Complaint Process
- 328 Compensation Plans/Salary Schedules
- 330 Overtime
- 333 Professional Development
- 336 Personal Necessity Leave
- 337 Vacation
- 338 Sabbatical Leave
- 338.1 Compensated Professional Leaves
- 339 Uncompensated Leave
- 341 Benefits for Part-time Employees
- 342 Jury Duty
- 343 Paid Holidays
- 347 Workers' Compensation Traditional Return-To-Work Program

Elementary Long-Term Substitute

Mr. Dwyer made a motion, seconded by Mrs. Wescott, that the board approve Breanna Wood as an Elementary Emotional Support long-term substitute at a salary of \$54,062.29, bachelor's level, step 1, prorated, according to the LTEA contract, from approximately January 2, 2025 to March 31, 2025. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Personal Care Assistant

Mr. Dwyer made a motion, seconded by Mr. Bianchi, that the board approve Amber Mosier as a full-time level I personal care assistant, 6½ hours per day, as scheduled, at the rate of \$14.00 per hour plus \$2.50 per hour whenever supporting a level I student or classroom, per the LTESPA collective bargaining agreement, effective November 12, 2024. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Personal Care Assistant

Dr. Mould made a motion, seconded by Mrs. Clark, that the board approve Ralph Bono as a full-time level I personal care assistant, 6½ hours per day, as scheduled, at the rate of \$14.00 per hour plus \$2.50 per hour whenever supporting a level I student or classroom, per the LTESPA collective bargaining agreement, effective November 12, 2024. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Paraprofessional

Mrs. Litwin made a motion, seconded by Mrs. Clark, that the board approve Alivia Cobb as a part-time paraprofessional, 4¾ hours per day, as scheduled, at the rate of \$14.00 per hour per the LTESPA collective bargaining agreement, effective November 13, 2024. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Extracurricular Assistant Boys' Basketball Coach

Mr. Dwyer made a motion, seconded by Mr. Litwin, that the board approve Timothy McNamara as Assistant Boys' Basketball coach for a stipend of \$4300 according to the LTEA collective bargaining agreement beginning the 2024-2025 season. All clearances on file.

Reports of New Business were provided by the Superintendent, Elementary Principal, Secondary Assistant Principal, Director of Curriculum and Federal Programs, Director of Special Education and Maintenance and Transportation Supervisor.

Mr. Ross announced that there would be an executive session prior to the next meeting. The meeting was adjourned at 9:02 pm.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education

Superintendent's Report - Matthew Rakauskas

- The first marking period has ended and the second marking period has begun. Thank you to our students and teachers for all of the hard work put forth. In their reports tonight the principals will review the timeline and schedules for report card distribution and parent teacher conferences.
- On Friday October 31st we held our first School Safety Committee meeting of the year. The minutes are posted on our website.
- In December various committee meetings will be held. The Buildings & Grounds, Budget & Finance, Curriculum & Comprehensive Planning, and Wellness Committee meeting agendas will be shared on our webpage a few days prior to each meeting, and minutes will be posted afterward. The Negotiations Committee is also actively involved in negotiations sessions with the support staff. For a full list of committee meeting times and dates please log on to the committee's drop down menu on our Board of Education webpage.

Lackawanna Trail Elementary Center Board Report - Brian Kearney

The elementary center hosted their annual Halloween Parade on October 31st. There was a great turnout by family and friends who watched the parade.

On November 1st we held our annual Fall Fest as part of our ROAR program. Students had a day to enjoy games and activities while focussing on being Respectful, Organized, Accepting, and Responsible.

Today we welcomed the men and women of our armed services as we recognized them at our annual Veterans Day Program. A special thank you to Mrs. Bergey and Mrs. Shaw for organizing this special event.

First Quarter report cards will be sent home with students on Wednesday, November 13th. We will host Parent/Teachers conferences on Thursday, November 14th from 4:00 - 7:00 pm and on Friday, November 15th from 8:00 am - 2:00 pm. These conferences will be held virtually unless an in-person conference was requested.

On Tuesday, November 26th we will have our Family Movie Night as part of our PBIS Program. This event will be held from 5:00 - 7:00 pm. Families may pre order one Dominos Pizza along with four juice boxes. The cost is \$15. Please submit your order by November 18th.

Lackawanna Trail Jr. Sr. High School Board Report - Cody Opalka, Assistant Principal**Veterans Day**

- This morning, Lackawanna Trail Jr./Sr. High School held a special Veterans Day Breakfast to honor local veterans. This event provided an opportunity for LTHS to express their gratitude and appreciation for the sacrifices made by these individuals in service to their country.
- As part of the observance, an announcement was made over the high school intercom system to explain the significance of Veterans Day. This announcement aimed to raise awareness among students about the importance of recognizing and appreciating the contributions of veterans.
- In addition to the breakfast and announcement, social studies teachers at Lackawanna Trail Jr./Sr. High School presented lessons on Veterans Day in their individual classrooms. These lessons aimed to educate students about the historical context of the holiday, the various branches of the military, and the experiences of veterans.
- Thank you to all veterans who served our country.

Wellness Center Update

- The PS Bank Wellness Center has officially commenced operations at its fullest capacity as of this morning. The weight machines have been moved in and out cardio equipment has been in place since September. We encourage students in grades 7-12 and LTHS staff members to take advantage of the center. The Wellness Center will continue to be open from 6:30am - 7:30am and from 2:30pm - 4:00pm. If you are an student-athlete, coaches may supervise Wellness Center usage outside of these times.
- Thank you to everyone who was involved with the moving process.

Parent-Teacher Conferences

- I would like to remind everyone that Teacher Conferences will be held on November 14 from 5:00 PM to 8:00 PM. This is an excellent opportunity for parents and guardians to connect with teachers and discuss student progress. To sign up for conferences, please visit the high school website. These conferences will be held virtually by default. If you would like to meet in person, please still sign up for your time slot and follow that up with an email to the teacher to let them know you'll be attending in person.

Director of Curriculum and Federal Programs Board Report - Shannon Kuchak

1. The Lackawanna Trail Elementary Center has implemented Standards-Based Report Cards for students in grades K-2. Families will receive this new format for the first time, very shortly, at the end of the first marking period. Along with the report card, a guide will be provided to help families understand the specific skills their child has worked on during the marking period, and how these align with the end-of-year standards. K-2 teachers will review the report cards with families during conferences and are available to address any questions or concerns.

2. The district has submitted an application for the next round of PCCD funding. If awarded, the funds will be used to renovate the main entrance vestibule and office area at the Jr/Sr High School. The goal of this project is to enhance safety by creating a more controlled and secure access point into the building.
3. Tomorrow, we will welcome ESL Consultant Melanie Wolf-Greenberg for a day of collaboration. During her visit, she will meet with our ESL teacher and general education teachers who work with ELL students. The focus of the visit is to obtain valuable insights and practical strategies to better support ELLs in the classroom.

Special Education Report - Amie Talarico

- Three of our para educators in emotional support programming received scholarships to attend the Positive Behavior Interventions and Supports conference in Hershey. Stacey Shaffer, Frannie Cobb, and Kara Waters will attend and all of their lodging, conference fees and meals are paid for by the emotional support para scholarship from PDE.
- Our Dynamic Learning Maps training is on November 15 with the low incidence classes. That is all about the new alternate standards.
- Parent Training on November 19 in the Elementary Gym. There will be different tables and parents can bring their children. They can get tips on homework, literacy activities, behavior management, and sensory activities.

Maintenance and Transportation Report - Tom Schofield

- Weights moved
- Inside concession stand
- Fire alarms tested
- Auditorium lighting