

Lackawanna Trail School District
Reorganization School Board Meeting Minutes
December 2, 2024

The Lackawanna Trail School District met in person and via Zoom for a scheduled meeting on Monday, December 2, 2024 at 7:30 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 6:48 pm to discuss personnel. All board members were present for the executive session with the exception of Mr. Johnson.

REORGANIZATION MEETING

TEMPORARY PRESIDENT OF THE BOARD OF EDUCATION

NOMINATION: Temporary President of the Board of Education

Mr. Bianchi nominated Tracy Wescott as the temporary President, seconded by Mr. Vanko. There were no other nominations.

CLOSE NOMINATION: Temporary President of the Board of Education

Mr. Vanko made a motion, seconded by Mr. Dwyer, to close the nominations. The motion passed by a unanimous vote of 8-0.

ELECTION: Temporary President of the Board of Education

Mrs. Clark made a motion, seconded by Mrs. Litwin, to elect Tracy Wescott as the Temporary President of the Board of Education. The motion passed by a unanimous vote of 8-0.

PRESIDENT OF THE BOARD OF EDUCATION

NOMINATION: President of the Board of Education

Mrs. Clark nominated Joseph Ross to be President of the Board of Education, seconded by Mr. Dwyer. There were no other nominations.

CLOSE NOMINATION: President of the Board of Education

Mr. Dwyer made a motion, seconded by Mr. Bianchi, to close the nominations. The motion passed by a unanimous vote of 8-0.

ELECTION: President of the School Board of Education

Mrs. Clark made a motion, seconded by Mr. Vanko, to elect Joseph Ross as the President of the Board of Education. The motion passed by a unanimous vote of 8-0.

VICE-PRESIDENT OF THE BOARD OF EDUCATION

NOMINATION: Vice-President of the Board of Education

Nominations for Vice-President of the Board of Education were as follows:

Mrs. Litwin nominated Tracy Wescott, seconded by Mrs. Clark.

Dr. Mould nominated Brendan Dwyer, seconded by Mr. Vanko.

There were no other nominations.

CLOSE NOMINATION: Vice-President of the Board of Education

Mrs. Clark made a motion, seconded by Mr. Bianchi, to close the nominations. The motion passed by a unanimous vote of 8-0.

ELECTION: Vice-President of the Board of Education

Mrs. Clark made a motion, seconded by Mrs. Litwin, to hold a roll call vote for the Vice-President of the Board of Education. Votes were cast for Brendan Dwyer by Mr. Bianchi, Dr. Mould and Mr. Vanko. Votes were cast for Tracy Wescott by Mrs. Clark, Mrs. Litwin and Mr. Ross. Mr. Dwyer and Mrs. Wescott abstained.

A second roll call vote was taken. Votes were cast for Brendan Dwyer by Mr. Bianchi, Dr. Mould and Mr. Vanko. Votes were cast for Tracy Wescott by Mrs. Clark, Mrs. Litwin and Mr. Ross. Mr. Dwyer and Mrs. Wescott abstained.

A discussion was held and Mr. Vanko agreed to change his vote. A voice vote was taken. Tracy Wescott was elected Vice-President of the Board of Education by a vote of 7 yes, 0 no, 1 abstention. Mrs. Wescott abstained.

Regular Meeting of the Lackawanna Trail School Board of Education

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

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

Public Presentation: Philip Campbell from Lackawanna College presented the Pre-College Agreement.

There was an opportunity for public participation provided. No members of the public wished to speak.

Approval of Minutes

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the minutes from the November 11, 2024 School Board Meeting be approved as submitted. The motion passed by a unanimous vote of 8-0.

2024 Board Meeting and Committee Meeting Dates & Times

Mrs. Wescott made a motion, seconded by Mr. Bianchi, that the motion be amended to state the Lackawanna Trail School District Board of Education will conduct the monthly work sessions and board meetings at 7:30 pm in the boardroom, and remove the committee meeting dates at this time. The motion passed by a unanimous vote of 8-0.

Work Sessions

January 6	June 2
February 3	August 4
March 3	September 2
April 7	October 6
May 5	November 3

Regular Meetings

January 13	July 7
February 10	August 11
March 10	September 8
April 14	October 14
May 12	November 10
June 30	
<u>Reorganization/Regular Meeting:</u>	December 1

Bill Listing

Mr. Vanko made a motion, seconded by Dr. Mould, that all bills found to be true and accurate be approved. The motion passed by a unanimous vote of 8-0.

December Bills

Dr. Mould made a motion, seconded by Mrs. Litwin, that the board approve the business manager to pay any necessary bills due for the month of December 2024. The motion passed by a unanimous vote of 8-0.

Government Software Services

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the board approve the contract with Government Software Services, Inc. for bill printing for the 2025 tax year. The motion passed by a unanimous vote of 8-0.

E-Rate Purchase

Mrs. Litwin made a motion, seconded by Dr. Mould, that the board approve the purchase of Wireless Access Points from Weidenhammer through E-Rate Category 2 funding at a gross cost before E-Rate of \$77,725.00 pending 2025-26 budget and 2025-26 E-Rate approval. Competitive bidding selection made through the PEPPM Mini-Bid process. The motion passed by a unanimous vote of 8-0.

Lackawanna College Pre-College Agreement

Mrs. Clark made a motion, seconded by Mrs. Litwin, that the board approve the Lackawanna College proposal for Pre-College Agreement with the Lackawanna Trail School District. The motion passed by a unanimous vote of 8-0.

K-12 Guidance Plan

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the board approve the PA Code Title 22 Chapter 339.31 K-12 Guidance Plan. The motion passed by a unanimous vote of 8-0.

Adjudication

Mrs. Clark made a motion, seconded by Mrs. Wescott, that the board approve the adjudication for student 28046. The motion passed by a unanimous vote of 8-0.

Policies for Second Reading

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the board approve the second reading of the following policies. The motion passed by a unanimous vote of 8-0.

- 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 Adoption

Mrs. Clark made a motion, seconded by Mrs. Wescott, that the board approve the second reading of the following policies. The motion passed by a unanimous vote of 8-0.

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

Elementary Cafeteria Manager

Mrs. Clark made a motion, seconded by Dr. Mould, that the board approve the appointment of Dawn Aten to the position of Elementary Cafeteria Manager at the rate of \$21.76 per hour as per the LTESPA collective bargaining agreement, effective December 3, 2024. The motion passed by a unanimous vote of 8-0.

Mr. Ross announced that there would be an executive session prior to the next meeting. The meeting was adjourned at 8:46 pm.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education

NEW BUSINESS REPORTS ADDENDUM:**Superintendent's Board Report 12/2/24**

- As per last week's traditional snow day, Monday January 20th will be used as a make-up day. The calendar has been amended. Tentatively I plan to utilize one more traditional snow days before moving forward with Flexible Instruction Days. I've asked our principals to review FID criteria with the faculty, students, and parents in the near future so that we are prepared in advance.
- Last year we rolled out a diversity awareness staff development program led by a team of professors from Marywood University. Later this week, Mr. Kearney, Mr. Opalka, Mrs. Kuchak, and I will meet with the presenters from Marwood to tailor the program for this year. The first two sessions will be conducted in January.
- During the Information portion of our January 13th Regular Board Meeting, our administrative team, led by Mrs. Kuchak will present a standardized test score slide show. As we have done in the past, this meeting will be held in the PS Bank Auditorium at our high school to accommodate anticipated increased public attendance.
- Next week on Monday the Buildings and Grounds Committee will meet at 6:00 in the Boardroom and the Curriculum Committee at 8:00. On Tuesday, the Wellness Committee will meet at 8:00 in the Wellness Center classroom. The Budget and Finance Committee meeting originally scheduled for Tuesday has been postponed until January 2nd. All these committee meetings are public, and agendas will be published on our website in advance.
- Thank you for the adoption of policies 103, 103.1, and 104. They will be shared with employees later this week.

Elementary Principal Report - Brian Kearney

- We had a very busy month at the elementary center which included our annual Veterans Day Program that was held on Monday, November 11th. We also had our 6th grade students go to their annual trip to NYC. On, Tuesday, November 26th we welcomed approximately 50 families for our annual movie night!
- December will be a very busy month at the elementary center.
- On December 10th Mr. Opalka and myself will co-chair our second Wellness Committee meeting in the PS Bank Wellness Center at LTHS.
- From December 10th through December 12th we will have our Penguin Patch Holiday Shop.
- Our Winter Concert which will be held on Wednesday, December 11th at 7:00 pm.
- On Friday, December 13th we will hold our winter formal in the elementary gymnasium.
- Speed and agility training will continue on Tuesday and Thursday each week, with a break over the Christmas Holiday.

Junior-Senior High School Assistant Principal Report - Cody Opalka**Parent At-A-Glance**

- I am excited to announce that Lackawanna Trail High School will be sending out a "Parent At-a-Glance" update via Remind approximately every two weeks. This aims to keep parents informed about important school events, deadlines, and other happenings at the high school. We encourage all parents to subscribe to Remind to stay connected and engaged with our school community.

Junior High Dance

- Junior high students are invited to the upcoming dance at Lackawanna Trail High School on December 6, from 6:30 PM to 8:30 PM. This is a wonderful opportunity for students to socialize and have fun with their peers. We look forward to seeing our Junior High students for an memorable evening!

Drama Club Auditions

- As we approach this year's drama performance, I'd like to announce that drama auditions will be taking place at Lackawanna Trail High School on December 3 and 4 at 5 PM. All interested students are encouraged to participate and showcase their talent!

Winter Concerts

- We are excited to announce two upcoming winter concerts! The Winter Elementary Concert will take place on December 11 at 7 PM, showcasing the talents of our young musicians. Additionally, the Winter Music Concert at the high school is scheduled for December 18 at 7 PM, featuring performances from our high school music students.

Fall Sports

- I would like to congratulate all Lackawanna Trail High School fall athletes for their outstanding performances this season. Your hard work, dedication, and sportsmanship have truly shone through, making us all proud. As we transition into the winter season, we wish our student-athletes the best of luck and look forward to witnessing more remarkable achievements!

Director of Curriculum and Federal Programs Board Report - Shannon Kuchak

1. I'd like to start by expressing my gratitude to the Board for approving the Lackawanna College Pre-College Agreement. This partnership expands the opportunities available to our students, enabling them to take dual enrollment college-level courses while still in high school. Dual enrollment not only allows students to earn college credits early, but it also helps them save on tuition costs, ease the transition to college, and gain valuable experience with college-level coursework.
2. Coming up in early January, we will be offering a Fly Fishing Course at our Wellness Center, led by Bill Longstreet of Cross Current Outfitters. Both students and community members can join. The course costs \$100 for students and \$150 for adults, which includes classroom and hands-on casting instruction. If you or someone you know would be interested please see additional details on the district's Facebook page and website.

3. The Comprehensive Plan Steering Committee met on November 20th. Committee members reviewed the district's current Mission and Vision statements and overviewed the purpose of a Comprehensive Plan and discussed progress towards the current plan's goals. The Committee will meet again on December 10th and a few additional times throughout the year to develop the new plan for the 2025-2028 cycle.
4. We will be doing winter benchmark assessments in January at both the Elementary Center and Jr/Sr High School. K - 3 students at the Elementary Center will be completing their Aimsweb Plus Benchmark assessments. Students in the Jr/Sr High School will be taking CDT Assessments in ELA, Math and Science. Some of our Jr/Sr High ELA classes will be completing a new Benchmark Assessment from PDE called the Firefly in conjunction with portions of the CDT assessment.
 - a. No matter the assessment (CDTs/Aimsweb), the goal of Benchmark testing is the same - to identify students' academic strengths and weaknesses and use that information to guide future instruction, and support students' academic growth and overall achievement. Once these assessments are completed, teachers will be sharing the results with students and families. In addition, you may visit the Curriculum page on the district's website at www.ltsd.org to find resources to assist you with understanding your child's Benchmark reports.
5. The next Curriculum Committee Meeting will be held next Monday, December 9th at 8pm in the Boardroom.

Special Education Director's Report (Read by Shannon Kuchak on behalf of Amie Talarico)

The December 1 child count was run today. Thank you to teachers for getting things closed before Thanksgiving. A special thank you to Ms. Powell who works diligently to make sure we have accurate reporting. This is critical for federal funding.

Tomorrow I'm attending the third day of the Structured Literacy administrator training at PaTTAN Harrisburg. It's been a great opportunity so far and I'll have it completed on December 17.

Last month I reported that we were able to send three of our emotional support para educators to the PBIS State conference in Hershey. Thanks to the Attract, Prepare, Retain scholarship, Mrs. Cobb, Mrs. Shaffer, and Mrs. Waters did attend in mid November. They brought back many resources and reported that they had a great experience. There was no cost to the district.

Business Manager Report - Keith Glynn

Thanks expressed to Scranton School District for providing an affordable venue for our playoff football game.

Building and Grounds Committee meets next week and will have an update on solar.

**Conflict of Interest
Abstention Memorandum**

TO: Board Secretary, Lackawanna Trail School District

FROM: Tracy Nelson Wescott Board Member

DATE: 12/2/2024

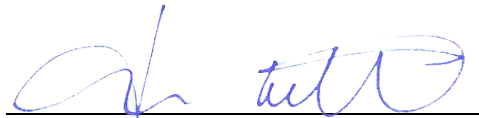
Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

9. Election of Vice-President of the Board of Education

Move that _____ be elected Vice-President of the Board of Education.

My conflict/reason for abstaining is as follows:

My name was on the motion.



Signature of Board Member

NOTE: Section 3(j) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest **shall abstain** from voting **and, prior to the vote** being taken, **publicly announce and** disclose the nature of his interest as a public record **in a written memorandum** filed with the person responsible for recording the minutes for the meeting at which the vote is taken" (emphasis added)

This memorandum does **not** have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance;" for example the School Code (Section 1111) prohibits voting to hire certain relatives.