

Lackawanna Trail School District
School Board Meeting Minutes
June 5, 2023

The Lackawanna Trail School District met in person and via Zoom for a scheduled meeting on Monday, June 5, 2023 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 5:05 pm to 7:24 pm. The following items were discussed: Staffing, grievance, interviews. Board Members present: Adrian Bianchi, Heather Clark, Brendan Dwyer, Jaclyn Litwin, Robert Minick, Dr. Michael Mould, Joseph Ross and Tracy Wescott. Mark Carpenter was absent.

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, Jaclyn Litwin, Robert Minick, Dr. Michael Mould, Joseph Ross and Tracy Wescott. Mark Carpenter was absent.

Administrators present: Mr. Glynn, Mrs. Kuchak, Dr. Murphy, Mr. Rakauskas, Mr. Schofield and Ms. Talarico. Brian Kearney was absent. Solicitor David Conn was present.

Public Presentation: National Community for Music Education award presentation, RM Sides.

There was an opportunity for public participation provided. The following persons shared public comment: Joseph Strauch commented on policy 202, Eligibility of Non-Resident Students.

Approval of Minutes

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the minutes from the May 22, 2023 Special School Board Meeting be approved as submitted. The motion passed by a unanimous vote of 8-0.

Bill Listing

Mr. Dwyer 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.

School Board Treasurer

Mr. Minick made a motion, seconded by Mrs. Wescott, that the board approve Michael Mould as Lackawanna Trail School Board Treasurer for the 2023-2024 school year at a stipend of \$600. The motion passed by a vote of 7 yes, 0 no, 1 abstention. Dr. Mould abstained. Abstention form was filed.

School Safety Equipment Contract

Mrs. Wescott made a motion, seconded by Mr. Minick, that the board approve the contract with GovConnection for \$14,316 from Act 55 School Safety grant funds school safety equipment for

the Junior Senior High School as approved in the grant application. Purchase was subject to federal purchasing guidelines per policy 626. The motion passed by a unanimous vote of 8-0.

High School Cooler/Freezer Award

Mr. Minick made a motion, seconded by Mr. Bianchi, that the board approve the contract with Envoy for \$61,735.00 from unassigned food service fund balance for the replacement of the high school cooler/freezer. The motion passed by a unanimous vote of 8-0.

Elementary School Cooler/Freezer Award

Mr. Dwyer made a motion, seconded by Mrs. Litwin, that the board approve the contract with The Cooler Guys for \$8559.00 from unassigned food service fund balance for the replacement of the elementary school cooler/freezer. The motion passed by a unanimous vote of 8-0.

High School Electrical Contract

Mr. Minick made a motion, seconded by Mr. Bianchi, that the board approve the contract with Richard Schirg and Sons for \$4650.00 from unassigned food service fund balance for the electrical work for the installation of the high school cooler/freezer. The motion passed by a unanimous vote of 8-0.

Elementary School Electrical Contract

Mrs. Clark made a motion, seconded by Mr. Dwyer, that the board approve the contract with Richard Schirg and Sons for \$3845.00 from unassigned food service fund balance for the electrical work for the installation of the elementary school cooler/freezer. The motion passed by a unanimous vote of 8-0.

High School Refrigeration Contract

Mr. Minick made a motion, seconded by Mrs. Wescott, that the motion that the board approve the contract with _____ for \$_____ from unassigned food service fund balance for the refrigeration work for the installation of the high school school cooler/freezer be removed from consideration. The motion passed by a unanimous vote of 8-0.

Elementary Refrigeration Contract

Mr. Dwyer made a motion, seconded by Mrs. Litwin, that the board approve the contract with Crispino's for \$17,600.00 from unassigned food service fund balance for the refrigeration work for the installation of the elementary school school cooler/freezer. The motion passed by a unanimous vote of 8-0.

GASB 75 Actuarial Reporting Services

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the board approve the contract with Conrad Seigel for actuarial services related to GASB 75 reporting. The motion passed by a unanimous vote of 8-0.

Bus Contract Rate

Mrs. Litwin made a motion, seconded by Mrs. Clark, that the board approve the bus contractor's contracts for the 2023-2024 school year. The motion passed by a unanimous vote of 8-0.

Car and Van Driver Rate

Mr. Minick made a motion, seconded by Mr. Bianchi, that the board approve the recommended car and van driver's rate at \$1.75/mile as per state formula for the 2023-2024 school year. The motion passed by a unanimous vote of 8-0.

Intergovernmental Agreement for Special Education Services

Mr. Dwyer made a motion, seconded by Dr. Mould, that the board approve the 2023-2024 Intergovernmental Agreement for Special Education Services with the NEIU 19. The motion passed by a unanimous vote of 8-0.

2023-2024 Standardized Tests

Mrs. Litwin made a motion, seconded by Mr. Bianchi, that the board approve the attached list of standardized tests for the 2023-2024 school year. The motion passed by a unanimous vote of 8-0.

Grievance 2023-1

Mr. Minick made a motion, seconded by Dr. Mould, that the board deny grievance 2023-1. The motion passed by a unanimous vote of 8-0.

Policy for Adoption

Mrs. Clark made a motion, seconded by Mrs. Wescott, that the board approve the adoption of the following policy: 828 Fraud. The motion passed by a unanimous vote of 8-0.

Policy for First Reading

Dr. Mould made a motion, seconded by Mrs. Litwin that the board approve the first reading of the following policy: 202 Eligibility of Non-Resident Students. The motion passed by a unanimous vote of 8-0.

Special Education Teacher Resignation

Mr. Minick made a motion, seconded by Mrs. Litwin, that the board acknowledge the resignation of Sarah Empett from her position as special education teacher effective at the end of the 2022-2023 school year. The motion passed by a unanimous vote of 8-0.

Extended School Year Teacher

Mr. Minick made a motion, seconded by Mr. Bianchi, that the board approve Natalie Cocchini as an Extended School Year teacher from July 10 to August 10, 2023 at a pay rate of \$25.50/hour. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Consent Agenda

Mr. Ross made a motion, seconded by Mr. Minick, to consolidate motions #20-34 into a consent agenda. The motion passed by a unanimous vote of 8-0.

20. Extracurricular Cross Country Volunteer

Move that the board approve Melissa Flynn as a volunteer assistant with the cross country team for the 2023-2024 school year. All clearances are on file.

21. Extracurricular Golf Volunteer

Move that the board approve Mike Bluhm as a volunteer assistant with the golf team for the 2023-2024 school year. All clearances are on file.

22. Extracurricular Golf Volunteer

Move that the board approve Steve Beckish as a volunteer assistant with the golf team for the 2023-2024 school year. All clearances are on file.

23. Extracurricular Football Volunteer

Move that the board approve Jeffrey Stage as a volunteer assistant with the football team for the 2023-2024 school year. All clearances are on file.

24. Extracurricular Football Volunteer

Move that the board approve Steve Jervis, Sr. as a volunteer assistant with the football team for the 2023-2024 school year. All clearances are on file.

25. Extracurricular Football Volunteer

Move that the board approve Vince Kalinoski, Jr as a volunteer assistant with the football team for the 2023-2024 school year. All clearances are on file.

26. Extracurricular Football Volunteer

Move that the board approve Colin Golden as a volunteer assistant with the football team for the 2023-2024 school year. All clearances are on file.

27. Extracurricular Football Volunteer

Move that the board approve Daniel Brown as a volunteer assistant with the football team for the 2023-2024 school year. All clearances are on file.

28. Extracurricular Football Cheerleading Volunteer

Move that the board approve Camber Castellano as a volunteer assistant with the football cheerleading team for the 2023-2024 school year. All clearances are on file.

29. Extracurricular Football Cheerleading Volunteer

Move that the board approve Lauren Keyes as a volunteer assistant with the football cheerleading team for the 2023-2024 school year. All clearances are on file.

30. Extracurricular Football and Basketball Cheerleading Volunteer

Move that the board approve Rachel Sapio as a volunteer assistant with the football cheerleading and basketball cheerleading teams for the 2023-2024 school year. All clearances are on file.

31. Extracurricular Marching Band Volunteer

Move that the board approve Dave Hopkins as a volunteer assistant with the marching band for the 2023-2024 school year. All clearances are on file.

32. Extracurricular Marching Band Volunteer

Move that the board approve Kelsey Hopkins as a volunteer assistant with the marching band for the 2023-2024 school year. All clearances are on file.

33. Extracurricular Marching Band Volunteer

Move that the board approve Haley Valvano as a volunteer assistant with the marching band for the 2023-2024 school year. All clearances are on file.

34. Extracurricular Marching Band Volunteer

Move that the board approve David Borys as a volunteer assistant with the marching band for the 2023-2024 school year. All clearances are on file.

Mr. Ross announced that there would be an executive session following the meeting, and an executive session prior to the next meeting. The meeting was adjourned at 8:29 pm.

An Executive Session was held following the meeting from 8:32 pm to 8:39 pm. The following items were discussed: Review of board protocol.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education

**Conflict of Interest
Abstention Memorandum**

TO: Board Secretary, Lackawanna Trail School District

FROM: MICHAEL W. MOULD Board Member

DATE: JUNE 5, 2023

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

SELECTION OF THE LTSD TREASURER
FOR BEGINNING JUNE 2023

My conflict/reason for abstaining is as follows:

WAS ON THE BALLOT


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.