

Lackawanna Trail School District
School Board Meeting Minutes
July 10, 2023

The Lackawanna Trail School District met in person and via Zoom for a scheduled meeting on Monday, July 10, 2023 at 7:32 pm, public notice thereof having been given in accordance with applicable law.

An Executive Session was held prior to the meeting from 5:33 pm to 7:28 pm. The following items were discussed: Personnel and staffing, ESL/Gifted, Level II interviews, School Board and Superintendent evaluations, School safety update. 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, Mark Carpenter, Heather Clark, Brendan Dwyer, Jaclyn Litwin, Robert Minick, Dr. Michael Mould, Joseph Ross and Tracy Wescott.

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

Public Presentations:

Trane Presentation

Annual Overview of Comprehensive Plan progress

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

Joseph Strauch: Agenda #4, how can we pay nurses so little? How can we charge 4x the tax levy?

Mike Bass: Read a letter about his family moving out of the district.

Amber Trunzo: Asked for more information about concession stand.

Approval of Minutes

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the minutes from the June 26, 2023 School Board Meeting be approved as submitted. The motion passed by a unanimous vote of 9-0.

Bill Listing

Mr. Carpenter made a motion, seconded by Dr. Mould, that all bills found to be true and accurate be approved. The motion passed by a vote of 8 yes, 0 no, 1 abstention. Mr. Ross abstained from voting. Abstention form was filed.

Treasurer's Report

Dr. Mould made a motion, seconded by Mr. Carpenter, that the board approve the June Treasurer's Report as submitted. The motion passed by a unanimous vote of 9-0.

Concession Stand Replacement

Mr. Dwyer made a motion, seconded by Mr. Bianchi, that the board authorize the solicitation of bids and purchase of a replacement concession stand up to the amount of \$25,000.00 from assigned fund balance for capital projects. The motion passed by a unanimous vote of 9-0.

Substitute Rates

Mr. Minick made a motion, seconded by Mrs. Wescott, that the board approve the following pay scale update for substitutes: Nurse \$125 per day for RN, \$100 per day for LPN. The motion passed by a unanimous vote of 9-0.

Tuition Waiver for Students of Staff and Faculty

Mr. Dwyer made a motion, seconded by Dr. Mould, that the board approve eligible tuition waiver students for the 2023-2024 school year, per the Board Policy 202 - Eligibility of Non-Resident Students. The motion passed by a unanimous vote of 9-0.

Field Trip

Mr. Carpenter made a motion, seconded by Mrs. Litwin, that the board approve the JSJS Music Department trip to New York City, New York, on September 27th, 2023, at a cost not to exceed two substitute teachers. The motion passed by a unanimous vote of 9-0.

Family & Consumer Science Teacher

Mr. Ross made a motion, seconded by Mr. Minick, that the board approve Samantha McDonnell as a Family and Consumer Science Teacher at a salary of \$53,194.22, bachelor level, step 1, according to the LTEA contract, effective at the beginning of the 2023-2024 school year. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Mentor

Mr. Minick made a motion, seconded by Mr. Bianchi, that the board approve the appointment of Erica Chang as a mentor to the Family & Consumer Science teacher, Samantha McDonnell, at a stipend of \$450 for the 2023-2024 school year, as per the LTEA agreement. The motion passed by a unanimous vote of 9-0.

Special Education Teacher

Mr. Ross made a motion, seconded by Mrs. Litwin, that the board approve Corey Harrington as a Special Education teacher at a salary of \$63,781.99, bachelor +24 level, step 8, according to the LTEA contract, effective at the beginning of the 2023-2024 school year. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Mentor

Mr. Minick made a motion, seconded by Mr. Dwyer, that the board approve the appointment of Matthew Landsiedel as a mentor to the Special Education teacher, Natalie Cocchini, at a stipend of \$450 for the 2023-2024 school year, as per the LTEA agreement. The motion passed by a unanimous vote of 9-0.

Mentor

Mr. Minick made a motion, seconded by Mrs. Litwin, that the board approve the appointment of Tiffany Carpenter as a mentor to the Special Education teacher, Courtney Barhite, at a stipend of \$450 for the 2023-2024 school year, as per the LTEA agreement. The motion passed by a vote of 8 yes, 0 no, 1 abstention. Mr. Carpenter abstained from voting. Abstention form was filed.

Personal Care Assistant

Mr. Dwyer made a motion, seconded by Mr. Minick, that the board approve JoAnne Wright as a part-time Level I Personal Care Assistant at 4¾ hours per day, as scheduled, at a rate of \$13.75 per hour plus \$2.50 per hour whenever supporting a Level I student or classroom, per the LTESPA collective bargaining agreement, effective at the beginning of of the 2023-2024 school year. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Track & Field Assistant Coach

Mr. Minick made a motion, seconded by Mr. Dwyer, that the board approve Jennifer Boccadori as Assistant Track and Field Coach beginning the 2023-2024 school year at a stipend of \$3,125.00, according to the LTEA contract. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Amend Agenda

Mr. Ross made a motion, seconded by Mrs. Wescott, that the board amend the agenda, adding three new motions as follows. The motion passed by a unanimous vote of 9-0.

Remove Athletic Trainer Contract from Table

Mr. Ross made a motion, seconded by Mr. Minick, that the board remove Athletic Trainer Contract from the table. The motion passed by a unanimous vote of 9-0.

Athletic Trainer Contract

Mr. Ross made a motion, seconded by Mrs. Clark, that the board approve the five-year proposal and authorize the Business Office to execute a contract with Lehigh Valley Health Network for Athletic Training \$30,000 per annum, pending solicitor approval. The motion passed by a unanimous vote of 9-0.

Trane HVAC Contract

Mr. Ross made a motion, seconded by Mr. Carpenter, that the board approve the contract with Trane Partners for the upgrade of the High School HVAC system in the amount of \$3,915,800 via the Omnia Partners national purchasing cooperative, pending solicitor review. The motion passed by a unanimous vote of 9-0.

Mr. Ross announced that there would be an executive session prior to the next meeting. The meeting was adjourned at 9:41 pm.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education

**Conflict of Interest
Abstention Memorandum**


TO: Board Secretary, Lackawanna Trail School District
FROM: JOSEPH ROSS Board Member
DATE: 7/10/23

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

1) BILL LISTING

My conflict/reason for abstaining is as follows:

RELATIVE ON MATR



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.

**Conflict of Interest
Abstention Memorandum**

TO: Board Secretary, Lackawanna Trail School District

FROM: Mark Carpenter Board Member

DATE: 7/10/2023

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

#11 Tiffany Carpenter as mentor to Courtney Buckrite.

My conflict/reason for abstaining is as follows:

Close Family Relationship.


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.