

Lackawanna Trail School District  
School Board Meeting Minutes  
May 13, 2024

The Lackawanna Trail School District met in person and via Zoom for a scheduled meeting on Monday, May 13, 2024 at 7:34 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 7:31 pm. The following items were discussed: Grievance, Assistant Principal salary and expulsion updates. All board members were present for the executive session with the exception of Tony Vanko.

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 and Tracy Wescott. Tony Vanko was absent.

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

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

#### Approval of Minutes

Mr. Johnson made a motion, seconded by Mr. Dwyer, that the minutes from the April 8, 2024 School Board Meeting and May 6, 2024 Work Session be approved as submitted. The motion passed by a unanimous vote of 8-0.

#### Bill Listing

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

#### Treasurer's Report

Dr. Mould made a motion, seconded by Mr. Bianchi, that the board approve the April Treasurer's Report as submitted. The motion passed by a unanimous vote of 8-0.

#### Proposed Final Budget

Mr. Dwyer made a motion, seconded by Dr. Mould, that the board approve the proposed final budget in the amount of \$ 24,549,586. The motion passed by a unanimous vote of 8-0.

#### Certificate of Deposit

Mr. Dwyer made a motion, seconded by Mr. Bianchi, that the board approve the transfer of up to \$1,250,000 into a certificate of deposit to cover costs associated with DCED infrastructure grant matching funds. Transfer is contingent upon award of the grant. The motion passed by a unanimous vote of 8-0.

Tax Stipulation

Mrs. Clark made a motion, seconded by Mr. Dwyer, that the board approve the Stipulation agreement for PIN 02804040001 for the tax years 2022, 2023 and 2024. The motion passed by a unanimous vote of 8-0.

Playground Equipment

Mrs. Litwin made a motion, seconded by Mr. Johnson, that the board approve the purchase of a swing set from Recreation Resource for \$14,084.00 via CoSTARS contract 014-E22-249. The motion passed by a unanimous vote of 8-0.

Wellness Center Flooring

Mr. Dwyer made a motion, seconded by Mr. Bianchi, that the board approve the change order for epoxy flooring from Mar-Paul Company, Inc. in the amount of \$22,342.39 expended from assigned fund balance for capital projects. The motion passed by a vote of 7-1. Tracy Wescott voted no.

Government Software Services

Mr. Dwyer made a motion, seconded by Mrs. Clark, that the board approve the contract with Government Software Services, Inc. for fiscal year 2024 for tax bill printing. The motion passed by a unanimous vote of 8-0.

Marywood University Diversity & Inclusion Staff Development Program Contract

Mrs. Wescott made a motion, seconded by Mrs. Litwin, that the board approve the contract with Marywood University for the Diversity & Inclusion Staff Development Program for the 2024-2025 school year at a cost of \$7000. The motion passed by a unanimous vote of 8-0.

Tower North Contract Renewal

Dr. Mould made a motion, seconded by Mr. Bianchi, that the board approve the Tower North contract renewal from April 30, 2024 to April 30, 2026 for the sum of \$4000.00. The motion passed by a unanimous vote of 8-0.

Pivot OT/PT Contract

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the board approve the contract with Pivot for Physical Therapy (\$115 per hour) and Occupational Therapy (\$115 per hour) for the 2024-2025 school year. The motion passed by a unanimous vote of 8-0.

Car and Van Driver Contract

Mr. Johnson made a motion, seconded by Mrs. Litwin, that the board approve the car and van drivers' contract at a rate of \$1.81/mile as per state formula for the 2024-2025 school year. The motion passed by a unanimous vote of 8-0.

Flexible Instructional Days

Mr. Dwyer made a motion, seconded by Mr. Johnson, that the Board approve the Lackawanna Trail School District's Flexible Instruction Day (FID) application to meet the 180 instructional day requirement of section 1501 of the Pennsylvania Public School Code, 24 P.S. § 15-1501. The FID application is for the 2024-2025 school year. The motion passed by a unanimous vote of 8-0.

### Title III MOU

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the board approve the Title III MOU with the NEIU-19 Consortium for the 2024-2025 school year. The motion passed by a unanimous vote of 8-0.

### Tuition Waivers for Students of Staff and Faculty

Mrs. Litwin made a motion, seconded by Mr. Dwyer, that the board approve eligible tuition waiver students for the 2024-2025 school year per board Policy 202 - Eligibility of Non-Resident Students. The motion passed by a unanimous vote of 8-0.

### Policy for Adoption

Mrs. Clark made a motion, seconded by Dr. Mould, that the board approve the third reading and adoption of the following policy: 903 Public Comment in Board Meetings. The motion passed by a unanimous vote of 8-0.

### Policy for Second Reading

Mrs. Wescott made a motion, seconded by Mr. Johnson, that the board approve the second reading of the following policy: 137 Home Education Programs. The motion passed by a unanimous vote of 8-0.

### Retirement

Mrs. Litwin made a motion, seconded by Mrs. Clark, that the board acknowledge the retirement notice of Timothy Pierce, Jr/Sr high school social studies teacher, at the conclusion of the 2023-2024 school year. The motion passed by a unanimous vote of 8-0.

### Resignation

Mr. Dwyer made a motion, seconded by Dr. Mould, that the board acknowledge the resignation of Jessica Chaya from her part-time personal care assistant position effective June 3, 2024. The motion passed by a unanimous vote of 8-0.

### Resignation

Mr. Johnson made a motion, seconded by Mrs. Wescott, that the board acknowledge the resignation of Lauren Keyes from her part-time paraprofessional position effective June 3, 2024. The motion passed by a unanimous vote of 8-0.

### Mathematics Department Chairperson

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the board approve Debra Joyce as the Mathematics Department Chairperson effective July 1, 2024 at a stipend of \$2470, according to the LTEA contract. The motion passed by a unanimous vote of 8-0.

### Elementary Librarian

Mr. Johnson made a motion, seconded by Mrs. Litwin, that the board approve Marybeth Langdon Krivak as Elementary Librarian at a salary of \$67,897.76, M+12 level, step 6, according to the LTEA contract, effective at the beginning of the 2024-2025 school year. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Elementary Principal Secretary

Mrs. Wescott made a motion, seconded by Mrs. Clark, that the board approve Jody Kwiatkowski a full time Secretary at a rate of \$23.04 per hour, per the LTESPA collective bargaining agreement, effective June 24, 2024. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Athletic Director

Mr. Dwyer made a motion, seconded by Mr. Bianchi, that the board approve the appointment of Ed Gaidula to a three-year Athletic Director contract at a stipend of \$14,000 for the first year to begin July 1, 2024 through June 30, 2027. The motion passed by a unanimous vote of 8-0.

Extended School Year Teacher

Mrs. Litwin made a motion, seconded by Dr. Mould, that the board approve Meghan Marion as an Extended School Year teacher from July 8 to August 8, 2024 at a pay rate of \$25.50/hour. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Extended School Year Teacher

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the board approve Sarah Kinback as an Extended School Year teacher from July 8 to August 8, 2024 at a pay rate of \$25.50/hour. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Extended School Year Speech and Language Pathologist

Mr. Dwyer made a motion, seconded by Mrs. Clark, that the board approve Quinn Kelly as an Extended School Year Speech and Language pathologist from July 8 to August 8, 2024 at a pay rate of \$25.50/hour. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Extended School Year Wilson Certified Teacher

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the board approve Amanda Hules as an Extended School Year Wilson certified teacher at a pay rate of \$100/hour, 2 hours daily, 4 days a week from July 8 to August 8, 2024. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Extended School Year Paraprofessional

Mr. Dwyer made a motion, seconded by Dr. Mould, that the board approve Robin Hawthorne as an Extended School Year Paraprofessional from July 8 to August 8, 2024 at a pay rate of \$13.75/hour. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Bus Driver

Mr. Johnson made a motion, seconded by Mrs. Litwin, that the board approve Raymond Petts as a bus driver with Nichols Bus for the 2023-2024 school year effective April 16, 2024. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Physician Appointment

Mr. Dwyer made a motion, seconded by Mr. Johnson, that the board approve the appointment of Dr. Rajan Mulloth as the school district physician for the 2024-2025 school year at a stipend of \$10,000. The motion passed by a unanimous vote of 8-0.

Substitute Nurse

Mr. Dwyer made a motion, seconded by Mrs. Clark, that the board approve Mary Brink as a school nurse substitute for the remainder of the 2023-2024 school year. All clearances are on file. The motion passed by a unanimous vote of 8-0.

Reports of New Business were provided by the Superintendent, who also shared the Elementary Principal's report, the Secondary Principal, Director of Curriculum and Federal Programs, Maintenance and Transportation Supervisor and Business Manager.

Mr. Ross announced that there would be a second executive after this meeting and an executive session prior to the next meeting. The meeting was adjourned at 8:26 pm.

An Executive Session was held after the meeting from 8:31 pm to 8:54 pm. The following items were discussed: Assistant Principal salary, equipment manager and game manager. All board members were present for the second executive session with the exception of Tony Vanko.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education

## **Public Board Report**

### **Matthew Rakauskas, Superintendent**

**5/13/24**

1. The end of the academic year is quickly approaching, and our principals are preparing end of the year student activities and celebrations – most notably Sixth Grade Recognition and Commencement for the Class of 2024.
2. Next week will be packed with committee meetings which will be held in this boardroom. On Monday May 20<sup>th</sup> the Buildings and Grounds Committee will meet publicly at 6:00, the Safe Schools Committee will meet in executive session at 7:00, and the Curriculum Committee will meet publicly at 8:00. On Tuesday May 21<sup>st</sup> the Budget and Finance Committee will meet publicly at 6:00, and the Wellness Committee will meet publicly at 8:00. These will be in-person meetings with no virtual option. Agendas will be posted on our website in advance of each meeting, and minutes will be published within a few days of each meeting. I encourage the public to attend.

### **Elementary Principal Report:**

The following are a list of upcoming activities at the elementary center:

The 5th/6th grade band/chorus concert will be held on Wednesday, May 15th in the PS Bank Auditorium at Lackawanna Trail High School at 7:00 pm.

We will be celebrating our annual ROAR Fest on May 23rd during the school day. Please remember this event is not open to the public.

KIndergarten Registration will be held on May 28th through the 31st. If you have a child who is of age and have not contacted the office please do so ASAP.

Sixth Grade Recognition will be held on Friday, May 31st at 10:00 am in Christy Mathewson Park. Upon completion of the ceremony a parade of cars will follow.

Congratulations to Ayden Fowler who finished First in the state in the Budget Challenge sponsored by Brighter Financial Futures.

**LTHS Principal's Report - May 2024****Mark Murphy, Principal****SPRING ASSESSMENT UPDATE -**

PSSAs wrapped up May 1st. Students in grades 7 and 8 completed the Math, ELA, and Science exams. The administration of the exams was flawless this year - job well done to our guidance department and the faculty who serve as proctors. We tried to raise the community's awareness of the testing administration windows to encourage everyone to give their best effort. We help class meetings with students to dispel rumors and encourage them to give their best effort. We ended the administration window with a celebratory reward day - movies, popcorn, snow cones. We certainly want our students to put forward their best effort and focused on the intrinsic need to do well on any assessment but it was nice to recognize their effort with an extrinsic reward.

Keystones begin tomorrow 5/14. Keystones administered in grades 8-11 at the time of course completion. Content areas of ELA, Algebra, Biology. Remind everyone: participation matters, be well prepared for exam day by getting good rest, eating breakfast, maximum effort on test day.

APs will conclude Wednesday 5/15. We administered 7 different AP Exams this spring, including Research and Seminar with two AP Capstone completers who will be recognized at Class Night.

**KEYSTONE COLLEGE MOBILE GLASS LAB @ LTHS**

We will host the Keystone College mobile glass studio on Wednesday, May 29th. The unit is supported by a state program and partnership with the historic Dorflinger Glass Museum in White Mills. The Mobile Glass Studio, the only one of its kind in the region, is complete with its own glass furnace and all the component parts of a working glass studio. The Studio provides high school students with a unique opportunity to experience glass making. In addition to the artistic and aesthetic aspect of the process, students learn some of the chemistry and physics principles behind the heating and molding of raw materials used to make glass objects.

Many local schools have hosted the mobile unit including Mt. View, Tunkhannock, Montrose, Western Wayne, Blue Ridge, and Wallenpaupack. This is the unit's first visit to the high school. We are excited to bring this experience to our students.

**PROM, CLASS NIGHT, & GRADUATION -**

We had a very successful Prom at Constantinos on May 4th. Very nice venue for our Prom - it was our first time having it there. Thanks to the Junior Class and advisers Laura Evans and MB Gilroy for organizing Prom this year. Students enjoyed themselves, great music, great food, and just an overall smooth event from start to finish.

We met with the senior class last Friday to overview Class Night and Graduation rehearsals and pertinent information, all of which is included in the Senior Graduation Handbook is posted to our website for students and parents to reference.

Class Night will be on Wednesday, June 5th beginning at 6pm in the PS Bank Auditorium at LTHS.

Commencement exercises will be on Friday, June 7th beginning at 6:30pm.

#### **END OF YEAR EVENTS -**

- May 13th - AP Calculus Exam
- May 14-15th - Keystone Literature Exam
- May 15th - AP World History Exam
- May 15th - Elementary Spring Concert @ LTHS
- May 16th - NTCM Math Competition @ Johnson College
- May 16th - NHS/NJHS Induction Ceremony, 6/7pm
- May 16-17th - Keystone Biology Exam
- May 17th - Senior Panoramic Photo
- May 20th - Interact Inductions, 1pm
- May 21-22nd - Keystone Algebra Exam
- May 24th - Science FT to Misericordia U.
- May 27th - Memorial Day
- May 29th - Mobile Glass Presentation @ LTHS
- May 29th - Senior Class Trip
- May 31st - Seniors Last Day
- May 31st - Gifted FT to Hershey
- June 3rd - ½ day early dismissal
- June 5th - Class Night
- June 7th Graduation



---

# Board Report

## Shannon Kuchak- Director of Curriculum and Federal Programs

Monday, 5.13.2024

---

1. The feedback from this year's Title I Survey has been posted on the Title I webpage located on the district's website. Thank you to everyone who took the time to take the survey. We appreciate your feedback. In general, survey participants indicated feeling well informed about school activities. They also reported that they rely on the district's website and Facebook page for information and expressed a preference for communication via email, phone calls, and push notifications.
  2. We held a public meeting on the 8th to discuss the Elementary Center's transition to Standards-Based Report Cards for grades K-2 in the upcoming 2024-2025 academic year. In case you couldn't attend, there will be more opportunities to delve deeper into this topic with us. The next opportunity will be on Monday, during the Curriculum Committee Meeting, right here in the BoardRoom at 8pm.
- 

## Maintenance and Transportation Supervisor Report

**Tom Schofield**

- Welcome to Nichols' new bus driver, Ray Petts.
  - I am happy to report that maintenance is fully staffed as of tonight.
  - We are beginning to replace floor tiles since we will be out of the high school for the summer. Please follow signs and avoid wet areas.
  - June 3 will be our annual contractors meeting for private drivers and bus contractors.
  - Maintenance staff is busy preparing the outdoor areas for graduation.
-

**Business Manager Report**  
**Keith Glynn**

- 9th straight balanced budget.
- Shared extensive gap in PDE Subsidies for regular and special ed to the cost of the education at the district.
- Notified board of replacement chairs for the board meeting public.
- Bonds will be funded tomorrow, May 14.