

Lackawanna Trail School District  
Work Session Meeting Minutes  
June 3, 2024

The Lackawanna Trail School District met in their Work Session Meeting on Monday, June 3, 2024 at 7:30 pm via a Zoom meeting and in the Administration Board Room, public notice thereof having been given in accordance with applicable law.

There was an Executive Session prior to the Work Session meeting. The Executive Session was held from 5:59 pm to 7:30 pm to discuss a due process complaint agreement, staffing report and status of grievances. All board members were present for the executive session. Amie Talarico was also present for the executive session.

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, Eric Johnson, Jaclyn Litwin, Dr. Michael Mould, Joseph Ross, Tony Vanko and Tracy Wescott.

Administrators present: Keith Glynn, Brian Kearney, Shannon Kuchak, Mark Murphy, Matthew Rakauskas and Tom Schofield.

Public presentations:

Solar presentation by Doug Neidich, Greenworks Development  
Discussion of Policy 246 - School Wellness by Mr. Rakauskas

Time was allowed for public comment. The public commented on the following topics:

Joseph Strauch: Solar presentation and motion #18.

Gail Franko: Thanked everyone as she begins her retirement from Lackawanna Trail, motion #18 and the solar presentation.

The following agenda items were presented and discussed:

1. June and July Bills  
Move that the board approve the business manager to pay any necessary bills due for the months of June and July 2024.
2. School Board Treasurer  
Move that the board approve \_\_\_\_\_ as Lackawanna Trail School Board Treasurer for the 2024-2025 school year at a stipend of \$600.
3. Treasurer's Report  
Move that the board approve the May Treasurer's Report as submitted.
4. 2024-2025 Budget  
Move that the board approve the Lackawanna Trail School District 2024-2025 final budget at the amount of \$24,548,585.74.

5. Tax Rates 2024-2025

	Lackawanna County	Wyoming County
Earned Income	0.5% earnings	0.5% earnings
Real Estate Transfer	0.5% sale price	0.5% sale price
Real Estate Tax	196.60 mills of assessed value	92.17 mills of assessed value

6. Tax Stipulation

Move that the board approve the Stipulation agreement for PIN 0281301001401 for tax year 2023.

7. Homestead Farmstead Exclusion Resolution

Move that the board approve the 2024 Homestead and Farmstead Exclusion Resolution.

8. LTEC Food Service Generator

Move that the board approve the purchase of a generator system for the Elementary Center cafeteria from the food service unassigned fund balance for \$166,720 from Trane Building Services via Omnia Partners contract #3341. Purchase is pending Department of Food & Nutrition approval.

9. Playground Equipment

Move that the board amend the previous approval of the purchase of a swing set from Recreation Resource for \$14,084.00 via CoSTARS contract 014-E22-249 to specify \$9,620.85 from assigned fund balance and \$4,463.15 from the Elementary Student Activity playground fund.

10. Advertising Rates 2024-2025

Move that the board approve the following advertising rates in the elementary and high school gyms for 2024-2025, on the recommendation of the superintendent:

- a. 3' x 4' \$250
- b. 4' x 6' \$300
- c. Annual renewal \$75

11. Bus Contracts

Move that the board approve the contract for bus contractors for the 2024-2025 school year.

12. Intergovernmental Agreement for Special Education Services

Move that the board approve the 2024-2025 Intergovernmental Agreement for Special Education Services with the NEIU 19.

13. Policy for Adoption

Move that the board approve the third reading and adoption of the following policy:  
[137 Home Education Programs](#)

14. Mathematics Teacher

Move that the board approve \_\_\_\_\_ as a Jr/Sr High School Mathematics Teacher at a salary of \_\_\_\_\_, \_\_\_\_\_ level, step \_\_\_\_\_, according to the LTEA contract, effective at the beginning of the 2024-2025 school year. All clearances are on file.

15. Business, Computer and Information Technology Teacher

Move that the board approve Kelsey Borys as a Jr/Sr High School Business, Computer and Information Technology Teacher at a salary of \$67,140.72, masters +24 level, step 1, according to the LTEA contract, effective at the beginning of the 2024-2025 school year. All clearances are on file.

16. Special Education Teacher

Move that the board approve Meghan Marion as a Special Education Teacher at a salary of \$54,062.29, bachelor level, step 1, according to the LTEA contract, effective at the beginning of the 2024-2025 school year. All clearances are on file.

17. Special Education Teacher

Move that the board approve Sarah Kinback as a Special Education Teacher at a salary of \$54,062.29, bachelor level, step 1, according to the LTEA contract, effective at the beginning of the 2024-2025 school year. All clearances are on file.

18. Social Work Services

Move that the board approve the appointment of Melissa Flynn as an outsourced independent contractor for Social Work Services for the 2024-2025 and 2025-2026 school years at a rate of \$45,000 annually.

19. Contracted Mental Health Intervention Counselor

Move that the board approve the contract with Janine Fortney as a grant-funded contractor for mental health intervention as stipulated in the service contract at a rate of \$44,000 annually for the 2024-2025 and 2025-2026 school years.

20. Equipment Manager

Move that the board approve \_\_\_\_\_ as equipment manager effective July 1, 2024 at a stipend of \$2600, according to the LTEA contract.

21. Business/Technology Department Chairperson

Move that the board approve \_\_\_\_\_ as the Business/Technology Department Chairperson effective July 1, 2024 at a stipend of \$2470, according to the LTEA contract.

22. Extracurricular Cheerleading Volunteer

Move that the board approve Rachel Sapio as a volunteer assistant with the football and basketball cheerleading teams for the 2024-2025 school year. All clearances are on file.

23. Extracurricular Field Hockey Volunteer

Move that the board approve Holly Colvin as a volunteer assistant with the field hockey team for the 2024-2025 school year. All clearances are on file.

24. Extracurricular Field Hockey Volunteer

Move that the board approve Shawna Darling as a volunteer assistant with the field hockey team for the 2024-2025 school year. All clearances are on file.

25. Extracurricular Field Hockey Volunteer

Move that the board approve Courtney Dwyer as a volunteer assistant with the field hockey team for the 2024-2025 school year. All clearances are on file.

26. Extracurricular Field Hockey Volunteer

Move that the board approve Michelle Fahey as a volunteer assistant with the field hockey team for the 2024-2025 school year. All clearances are on file.

27. Extracurricular Cross Country Volunteer

Move that the board approve Brendan Dwyer as a volunteer assistant with the cross country team for the 2024-2025 school year. All clearances are on file.

28. Extracurricular Cross Country Volunteer

Move that the board approve Melissa Flynn as a volunteer assistant with the cross country team for the 2024-2025 school year. All clearances are on file.

29. Extracurricular Cross Country Volunteer

Move that the board approve Jeff Kuchak as a volunteer assistant with the cross country team for the 2024-2025 school year. All clearances are on file.

30. Extracurricular Cross Country Volunteer

Move that the board approve Jennifer Perry as a volunteer assistant with the cross country team for the 2024-2025 school year. All clearances are on file.

31. Extracurricular Golf Volunteer

Move that the board approve Steve Beckish as a volunteer assistant with the golf team for the 2024-2025 school year. All clearances are on file.

32. Extracurricular Golf Volunteer

Move that the board approve Spencer Lunger as a volunteer assistant with the golf team for the 2024-2025 school year. All clearances are on file.

33. Extracurricular Girls' Volleyball Volunteer

Move that the board approve Jessica Bentley as a volunteer assistant with the girls' volleyball team for the 2024-2025 school year. All clearances are on file.

34. Extracurricular Football Volunteer

Move that the board approve Jake Adcroft as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

35. Extracurricular Football Volunteer

Move that the board approve Daniel Brown as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

36. Extracurricular Football Volunteer

Move that the board approve Jordan Edwards as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

37. Extracurricular Football Volunteer

Move that the board approve Dale Gow as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

38. Extracurricular Football Volunteer

Move that the board approve Steve Jervis, Sr as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

39. Extracurricular Football Volunteer

Move that the board approve Vince Kalinoski, Jr. as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

40. Extracurricular Football Volunteer

Move that the board approve Tim Ronchi as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

41. Extracurricular Football Volunteer

Move that the board approve Jeff Stage as a volunteer assistant with the football team for the 2024-2025 school year. All clearances are on file.

42. Extracurricular Marching Band Volunteer

Move that the board approve Kelsey Borys as a volunteer assistant with the marching band for the 2024-2025 school year. All clearances are on file.

43. Extracurricular Marching Band Volunteer

Move that the board approve David Borys as a volunteer assistant with the marching band for the 2024-2025 school year. All clearances are on file.

44. Extracurricular Marching Band Volunteer

Move that the board approve Dave Hopkins as a volunteer assistant with the marching band for the 2024-2025 school year. All clearances are on file.

45. Extracurricular Marching Band Volunteer

Move that the board approve Haley Valvano as a volunteer assistant with the marching band for the 2024-2025 school year. All clearances are on file.

Mr. Dwyer made a motion, seconded by Dr. Mould, that the board approve the business manager to pay any necessary bills due for the months of June and July 2024. The motion passed by a unanimous vote of 9-0.

Mrs. Wescott made a motion, seconded by Mrs. Litwin, that the board approve Kelsey Borys as a Jr/Sr High School Business, Computer and Information Technology Teacher at a salary of \$67,140.72, masters +24 level, step 1, 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 9-0.

Mr. Johnson made a motion, seconded by Mr. Dwyer, that the board approve Meghan Marion as a Special Education Teacher at a salary of \$54,062.29, bachelor level, step 1, 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 9-0.

Mrs. Wescott made a motion, seconded by Mr. Johnson, that the board approve Sarah Kinback as a Special Education Teacher at a salary of \$54,062.29, bachelor level, step 1, 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 9-0.

Mrs. Litwin made a motion, seconded by Mrs. Clark, that the board approve the appointment of Melissa Flynn as an outsourced independent contractor for Social Work Services for the 2024-2025 and 2025-2026 school years at a rate of \$45,000 annually. The motion passed by a unanimous vote of 9-0.

Mrs. Clark made a motion, seconded by Mrs. Wescott, that the board approve the contract with Janine Fortney as a grant-funded contractor for mental health intervention as stipulated in the service contract at a rate of \$44,000 annually for the 2024-2025 and 2025-2026 school years. The motion passed by a unanimous vote of 9-0.

Mr. Ross announced there will be an executive session prior to the next meeting and adjourned the work session meeting at 9:20 pm.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education