

Lackawanna Trail School District  
School Board Meeting Minutes  
July 8, 2024

The Lackawanna Trail School District met in person and via Zoom for a scheduled meeting on Monday, July 8, 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 7:26 pm. The following items were discussed: Personnel, staff vacancies, future support staff contract negotiations. 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, Heather Clark, Brendan Dwyer, Eric Johnson, Jaclyn Litwin, Dr. Michael Mould, Joseph Ross, Tony Vanko and Tracy Wescott.

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

Public Presentation: Student Handbooks Proposal, Mr. Kearney and Dr. Murphy

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

Joseph Strauch: Comments on policies for first reading.

#### Approval of Minutes

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the minutes from the June 24, 2024 School Board Meeting be approved as submitted. The motion passed by a unanimous vote of 9-0.

#### 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 9-0.

#### Policies for First Reading

Mr. Dwyer made a motion, seconded by Mr. Johnson, that the board approve the first reading of the following policies: 146.1 Trauma-Informed Approach, 707 Use of School Facilities, 801 Public Records, 803 School Calendar, 806 Child Abuse, 815.1 Use of Generative Artificial Intelligence in Education. The motion passed by a unanimous vote of 9-0.

#### 2024-2025 Standardized Tests

Mrs. Clark made a motion, seconded by Mrs. Wescott, that the board approve the attached list of standardized tests for the 2024-2025 school year. The motion passed by a unanimous vote of 9-0.

Elementary School Student Handbook

Mrs. Litwin made a motion, seconded by Mrs. Clark, that the board approve the 2024-2025 Elementary School Student Handbook. The motion passed by a unanimous vote of 9-0.

Jr/Sr High School Student Handbook

Mr. Vanko made a motion, seconded by Mr. Dwyer, that the board approve the 2024-2025 Jr/Sr High School Student Handbook. The motion passed by a unanimous vote of 9-0.

Resignation

Mr. Johnson made a motion, seconded by Mrs. Litwin, that the board acknowledge the resignation of Brenda VanLuvanee from her part-time paraprofessional position effective immediately. The motion passed by a unanimous vote of 9-0.

Social Studies Teacher

Mr. Dwyer made a motion, seconded by Mrs. Wescott, that the board approve Kyle Coslett as a Jr/Sr High School Social Studies Teacher at a salary of \$59,087.32, bachelor's + 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.

Mathematics Teacher

Mr. Johnson made a motion, seconded by Mrs. Clark, that the board approve Kelly Kirchner as a Jr/Sr High School Mathematics teacher at a salary of \$67,135.87, master's + 12 level, step 5, 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.

Personal Care Assistant

Mr. Dwyer made a motion, seconded by Mr. Vanko, that the board approve Marianne Jellock as a full-time level I personal care assistant, 6½ hours per day, as scheduled, at the rate of \$21.65 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 2024-2025 school year. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Personal Care Assistant

Mrs. Litwin made a motion, seconded by Dr. Mould, that the board approve Frances Cobb as a part-time level I personal care assistant, 4¾ hours per day, as scheduled, at the rate of \$14.25 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 2024-2025 school year. All clearances are on file. The motion passed by a unanimous vote of 9-0.

Consent Agenda

Mrs. Wescott made a motion, seconded by Mr. Dwyer, that the board combine motions #11-17 in a consent agenda. The motion passed by a unanimous vote of 9-0.

11. Personal Care Assistant

Move that the board approve Amber Mosier as a part-time level I personal care assistant, 4¾ hours per day, as scheduled, at the rate of \$14.00 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 the 2024-2025 school year. All clearances are on file.

12. Paraprofessional

Move that the board approve Samantha Borusso as a part-time paraprofessional, 4¾ hours per day, as scheduled, at the rate of \$14.00 per hour per the LTESPA collective bargaining agreement, effective at the beginning of the 2024-2025 school year. All clearances are on file.

13. Paraprofessional

Move that the board approve Dana Drobish as a part-time paraprofessional, 4¾ hours per day, as scheduled, at the rate of \$14.00 per hour per the LTESPA collective bargaining agreement, effective at the beginning of the 2024-2025 school year. All clearances are on file.

14. Paraprofessional

Move that the board approve Nicole Hayos-Tyler as a part-time paraprofessional, 4¾ hours per day, as scheduled, at the rate of \$14.00 per hour per the LTESPA collective bargaining agreement, effective at the beginning of the 2024-2025 school year. All clearances are on file.

15. Paraprofessional

Move that the board approve Jennifer Choplosky as a part-time paraprofessional, 4¾ hours per day, as scheduled, at the rate of \$14.00 per hour per the LTESPA collective bargaining agreement, effective at the beginning of the 2024-2025 school year. All clearances are on file.

16. Bus and Private Drivers

Move that the board approve the following list of bus contractors/contracted drivers for the 2024-2025 school year. All clearances are on file.

Bus Contractors, Bus Drivers and Substitutes: William Archer, Wayne Beers, John Coggins, Connor Crock, Anthony Dodge Jr., Paul Fetter, Sandy Fulkersin, Jonathan Harvey, Oscar James, Brian Kane, Brandon Loch, James Nichols, L. Robyn Nichols, Nichols Bus Company, Ray Oswald, Padula Ritter Bus Company, Joann Padula,

Raymond Petts, James Schirg, Jason Schirg, Vladimir Schlasta, Pamela Sebjan, Mary Smarkusky, William Smarkusky, Tina Smith, Allen Tator, Jacqueline Thomas, James B. Vasky, James M. Vasky, Brenda Webb.

Private Vehicle Contractors and Substitutes: Brenda Bouch, Derek Buffington, Margaret Burns, D. Wayne Burns, Gayle Demming, Catherine Gerrity, Debbie Hazlak, Paulette Johnson, Ann Marie Kalinoski, Vince Kalinoski, Linda Kettell, Necvan Kurtulus, Paula Litwin, Connie Otto, Gretchen Sheposh, Amy Smith, Judith Smith, Karl Smith, Steve Stearns, Cheryl Sutton, Gennifer Sutton, James Tasker and Tammy Yankelitis.

17. Extracurricular Football Volunteer

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

Reports of New Business were provided by the Superintendent, Elementary and Secondary Principals, Secondary Assistant Principal, Director of Curriculum and Federal Programs, Director of Special Education, Maintenance and Transportation Supervisor, and the Business Manager's report was shared by Mr. Rakauskas.

Mr. Ross announced that there would be an executive session prior to the next meeting. The meeting was adjourned at 8:47 pm.

Respectfully submitted,

Adrian Bianchi, Secretary Board of Education

### **Superintendent's Report 7/8/24**

- Earlier this evening our Wellness Center Fitness Equipment Committee met to launch the second wave of our fundraising campaign. We hope to move closer to our goal of raising \$175,000 prior to the start of the new school year.
- Mrs. Stage and I have been working with our administrative team and a representative from Design Done Right on restructuring and redesigning our web page. Our goal is to have it completed and live for the public by the end of this month.
- At the August Work Session we will publicly present a Feasibility Study we have been working on related to possibly beginning junior varsity softball and baseball teams in the spring of 2025
- Also at the August Work Session, Mrs. Kuchak and I will present a slide show on progress toward our Comprehensive Plan objectives of improving our ELA and Math standardized test scores, expanding PBIS, and completing the recommendations in our PSP Risk and Vulnerability Study. We have now entered the final year of our three year plan.

### **Elementary Principal's Report: Brian Kearney:**

- Thank you for approving the LTEC Student Handbooks.
- LTEC Summer Program started on Monday, July 8th. Mrs. Lombardi, Mrs. Ewing and Mrs. Fortney are working with students in SEL, Math, and ELA.
- The swing set will be installed in the next two weeks.
- The student handbook will be uploaded to the website upon updates from Design Done Right.

### **Lackawanna Trail Jr. Sr. High School Board Report - July 8, 2024**

#### **M. Murphy, Principal**

- 1. Welcome to Mr. Coslett, Ms. Kirchner, also Mr. Opalka!**
- 2. Student Handbook approval -**
  - a. Critically important to get that approved tonight. Not a lot of major changes but those two key elements are really important, the dress code and cell phone policy. Minor edits are usually things that we experience during the year that can be clarified and tightened up. The approval of the Handbook means we can move forward with a lot of things tomorrow, students and parents know what to expect, and we can begin to communicate and prepare everyone for the first days of school. There is still a lot of summer left but we've flipped the page and started planning for 2024-25 now.

**3. Summer Communication letter coming out tomorrow -**

- a. I will post a letter to the website and send a Remind and Facebook link tomorrow with the first summer communication.
- b. Usually send an Aug. 15th letter but there are a few things going on that would be helpful for parents and students to know now, including dress code, cell phone policy, school supply lists, summer reading, building visitor updates, etc. Now that those are approved we'll get to work communicating that and more. I know it's tough to think about September during a heat wave but the information will be there when parents and students are ready.
- c. Look for that tomorrow, and I will also send the traditional Aug. 15th letter.

**4. Summer Work Status Update -**

- a. In the mist of creating a master schedule now, teacher schedules, then student schedules - reminder anything posted is in DRAFT form, do not read into it at all. First run draft Schedules were momentarily available last week and we had a lot of questions come in and the reality is those are first drafts that aren't worth looking at until August. We've since shut down access to those but it's really back end work that no one needs to concern themselves with now - as I said, the master schedule isn't set, teachers haven't been appointed yet, so all information in there is not even close to finalized. Wait until August, please.
- b. TACT 2 re-certification for staff on Wednesday
- c. Rolling over programs and beginning to set up the 2024-25 school year. A lot more information in August. For now, enjoy summer and we'll look forward to seeing athletes and musicians back the building for the beginning phases of the school year soon.

**Assistant Principal Report, Cody Opalka:**

First meeting:

- This being my first meeting and only having a few days under my belt, I'd like to just once again say thanks to everyone for the warm welcome to Lackawanna Trail. It has been a great first week and I can honestly say that I can tell why everyone speaks so highly of the district.

The few things that I accomplished in the short time:

- Meeting the wonderful faculty and staff at Lackawanna Trail.
- Getting to know the facility - taking multiple tours while dodging construction - I can tell that there is much thought and care that goes into maintaining the building and the grounds
- There are many accounts, databases, and apps that the high school uses. I've taken much time in gaining access to these accounts and doing any necessary trainings to learn the navigation of these programs.

**Shannon Kuchak**

Monday, 7.8.2024

**Curriculum & Federal Programs Report:**

1. The **Jr/Sr High Honors ELA Summer Reading Lists** for the 2024-2025 school year can be found on our **district's website**, specifically on the Jr/Sr High School and Curriculum web pages.

Summer reading is required for all students entering Honors ELA and Advanced Placement (AP) courses, and it is recommended for students entering other ELA classes. A mailing confirming your student's ELA course placement will be sent out in August.

All books on the Summer Reading List are hyperlinked to an electronic version, with the exception of the Advanced Placement required readings. Students can access these electronic versions free of charge, eliminating the need to purchase physical copies of the texts.

2. In case you missed previous announcements, the district used PCCD Safety grant funds to purchase a Visitor Management System through Raptor Technologies. This system will be implemented in both the Elementary Center and Jr/Sr High School. Both buildings will be equipped to scan all visitors' driver's licenses or other government issued ID cards to conduct an immediate background check using a national sex offender database. The system also allows the district the ability to provide alerts on individuals who may jeopardize the safety of students or staff. Once entry is granted, the system will print a detailed badge that identifies the visitor's name, role type, destination, date, time of entry, and photo. Visitors will have to return to the building's main office to return the badge and check out of the system upon leaving. We anticipate having this system up and running in August and will fully implement it for the start of the school year.
3. Another big congratulations to Caleb Shupp. He placed 20th in Power Equipment Tech and Vehicle Maintenance at the National SkillsUSA Competition in Atlanta, Georgia. Caleb previously received a Gold Medal earlier this year at the SkillsUSA competition in Hershey. Congratulations, Caleb!! #LIONPRIDE

**Special Education Director's Report: Amie Talarico:**

Extended school year started on July 8. Thank you to Mr. Schofield, Mrs. Stage, and Ms. Powell for setting up transportation and other logistics. Mrs. Gratz and Ms. Stevens are working along with Ms. Marion and Ms. Kinback, our new hires. We also have a number of returning paras.

The Special Education plan was submitted in May, it was approved by PDE in June and is completed.

We have multiple paraeducator vacancies that we interviewed for in June. Thank you for your approval of our new hires. We have one more approval for next month. Tonight we filled 3 PCA and 4 classroom aide positions. We have one person who will go on next month's agenda, as she has a fingerprint appointment this week.

**Maintenance Supervisor's Report, Tom Schofield:**

Wellness center: We are at punch list. Each prime was sent their punch list 7/5/2024.

Electrician was there today.

HVAC: Currently 5 days ahead of schedule. July 17 we have our first meeting. 75% of univents are installed.

**Business Manager's Report, Keith Glynn:**

Facilities Improvement Grant was not accepted by the state. They wanted us to invest in sealed bidding and multiple estimates before they would accept our application. This was not feasible under the timeline created. Mrs Kuchak, Mr Schofield and I along with GSL are working on our approach to apply again in year 2 of the grant.

State budget is making some progress and there is hope of a July approval.