



# MUNCY SCHOOL DISTRICT

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August 18, 2021

Dear Muncy Family,

I hope this letter finds you and your family in good health.

We look forward to working with everyone during the 2021-2022 school year to provide continuous learning opportunities for all of our students. By working together and everyone doing their part we can all help mitigate the spread of COVID-19 in our schools and in our community.

## **2021-2022 Health and Safety Plan**

As the 2021–2022 school year is set to start on Monday, August 30<sup>th</sup>, a few friendly reminders in relation to the district’s health and safety plan.

1. **If sick, please stay at home.** Please continuously monitor for any new and/or unexplained symptoms and contact your primary care physician to determine whether or not any new and/or unexplained symptoms may require further evaluation, such as testing for COVID-19, or whether additional absences from school may be necessary while waiting for the resolution of symptoms.
2. **Communication.** We cannot thank everyone enough for all of your communication efforts with the school in order to help maintain a safe, positive learning environment for all. Similar to last year, please inform the school of the following conditions so we can all work together to best meet the needs of our students and families.
  - a. Become sick with COVID-19 symptoms
  - b. Test positive for COVID-19
  - c. Are exposed to someone with COVID-19 symptoms or to someone with a confirmed or probable case of COVID-19
  - d. Traveled to areas recommended for self-quarantine
3. **Masks Are Optional** – Masks are optional for all individuals on school grounds, in school buildings and on school district transportation.
4. **Physical Distancing** – We plan to return to as close to normal operating procedures as possible related to moving and interacting within our schools. Although most classrooms should allow for 3 feet of separation when students are seated at their desks, it may be difficult to impossible to maintain physical distancing in larger group settings (ex. larger individual classes; lunches; assemblies etc.)
5. **Attendance** – Option 2, which included synchronous live Zoom sessions into

classrooms, has been eliminated for the 2021-2022 school year. Students in isolation or quarantine will be marked absent from school. Students will have the same number of days they were absent from school due to isolation or quarantine to make up work in all of their classes. Students may keep up to date on classroom assignments through Google Classroom. Teachers and students may continue to connect through technology related applications such as Remind, Go Guardian, etc. to keep updated on classroom content.

6. **Close Contacts** – The Pennsylvania Department of Health (PA DOH) continues to use 15 or more consecutive minutes as the timeframe for identifying a close contact. Current definitions for close contacts are as follows:
  - a. If you are within 6 feet of a COVID-19 positive individual for 15 or more consecutive minutes where both individuals are unmasked or where one individual is masked and one individual is unmasked.
  - b. If you are within 3 feet of a COVID-19 positive individual for 15 or more consecutive minutes for students in a school setting where both individuals are consistently wearing masks.

Please note, although CDC recommends all close contacts get tested within 2 to 5 days of a potential exposure, it is not a requirement for return to school purposes.

7. **Isolation** – Individuals who test positive for COVID-19 may return to school with a doctor's note as follows:
  - a. Symptomatic Individuals may return to school after 10 days (Day 11) from experiencing their first symptoms as long as they have been fever free for the last 24 hours and have shown improved symptoms.
  - b. Asymptomatic Individuals may return to school after 10 days (Day 11) from the date of their test as long as they continue to remain asymptomatic.
8. **Quarantine** – Individuals who are identified as close contacts to a positive case may return to school as follows:
  - a. *Non-Household Contacts*
    - i. After 10 days from the date of last exposure (Day 11) without testing.
    - ii. After 7 days from the date of last exposure (Day 8) with negative test results from a test taken on or after Day 5.
  - b. *Household Contacts*
    - i. After 20 days from the date of last exposure (Day 21) without testing.
    - ii. After 17 days from the date of last exposure (Day 18) with negative test results from a test taken on or after Day 15.

9. **Exceptions to Quarantine** – Muncy School District has established the following exceptions to quarantine for the 2021-2022 school year.
- a. All fully vaccinated individuals do not need to quarantine upon providing proof of full vaccination status (ex., Vaccination Card; Doctor’s Note). Please note, although CDC recommends all fully vaccinated individuals get tested 2 to 5 days after a potential exposure and to wear a mask for 14 days or until obtaining a negative test result, this is not a requirement for return to school purposes.
  - b. Any individual who previously isolated due to testing positive for COVID-19 does not need to quarantine for 90 days from either the date they became symptomatic or, if asymptomatic, the date of their test.
  - c. Any individual who has received a positive COVID-19 Antibody Test does not need to quarantine for up to 90 days from the date of the test.
10. **Potential Closures** – Please note it may still be necessary for an entire school building or classroom to transition to remote instruction from time to time. Short-term transitions to remote instruction may be necessary if more time is needed for contact tracing efforts, if the school district experiences personnel shortages or PA DOH recommends a short-term transition to prevent a possible outbreak. Longer-term transitions (Up to 14 days) to remote instruction may be necessary based on the following criteria established by PA DOH:
- d. 5% of students/staff confirmed cases in 14-day window (ex. 25 for a school population of 500) OR
  - e. 3 simultaneous classroom and/or core group outbreaks defined as the transmission between 2 or more students or students/staff/teachers without other identified epidemiological links in 3 or more classrooms and/or other core groups (i.e. teams, band)
11. **Reporting Cases** – Similar to last year, our school district will only report confirmed cases that result in a direct exposure on school grounds or at school related events. Confirmed cases that do not result in a direct exposure on school grounds or at school related events will not be reported by the school district. For example, a confirmed case that was not in school during the exposure window or a confirmed case that was in quarantine during the exposure window will not be reported by the school district.
12. **Universal Precautions** – Reinforcing universal precautions both at school and at home will also help mitigate the spread of COVID-19 in our schools and our community. The Center for Disease Control’s (CDC) guidance on [How to Protect Yourself and Others](#) is a good resource to reference for helping to reinforce these strategies. Additionally, if you find it helpful please use the [Washing Your Hands Link](#) or [CDC’s You Tube Handwashing Video](#) to access more information that is specific to washing your hands.

13. **Review of Plan** – Muncy School District’s Board of Education will continue to review the district’s health and safety plan each month. If necessary, based on updated requirements or based on Board approval of updates to the 2021-2022 Health and Safety Plan, Muncy School District may reinstitute some of the successful strategies that allowed us to maintain continuous in-person instruction during the 2020-2021 school year.

### **District Transportation**

Please review your child’s transportation information for the 2021-2022 school year. Regardless of whether or not you will be utilizing the school district’s transportation, you will always be assigned to a route in case that need were to change throughout the course of the school year.

If you feel any of the information listed below is not accurate or you need to make a change to any of your transportation information please contact Kay Buck at Susquehanna Transit at [kay@susquehannabus.com](mailto:kay@susquehannabus.com) or 570-935-0542.

#### *Assigned Route Information*

**Student Name:** «First\_Name» «Last\_Name»

**Bus #:** «Bus\_Number»

**Bus Stop Location:** «Bus\_Stop»

**Morning Pick Up:** «Pick\_Up»

**Afternoon Drop Off:** «Drop\_Off»

### **PLEASE NOTE ALL BUS PICK UP TIMES AND BUS DROP OFF TIMES ARE ESTIMATES.**

For the first couple of weeks, please arrive at designated stops at least 10 minutes early until you can determine more precise timing of bus pick up and bus drop off times.

Transportation information is also available on Muncy School District’s PowerSchool Portal at <https://powerschool.muncysd.org/public/> by typing in your username and password on the login screen. Once logged in, you can review transportation information within the transportation icon in the navigation menu on the left side of the screen.

Please use the link below to request alternate busing needed on a long-term basis from Susquehanna Transit.

<https://www.muncysd.org/cms/lib/PA06000076/Centricity/Domain/310/Alternate%20Transportation%20Daycare%20request%20fillable%20form.pdf>

This form can be used to request an AM alternate stop only, PM alternate stop only, or both AM and PM alternate stops. Sufficient time is needed for driver notification and implementation. The requested stop must be on an established route in the Muncy School District. This form must be resubmitted each year.

### **Cafeteria Information**

Meals are free for all students for the duration of the 2021-2022 school year. A la carte items and additional meals will also be available for purchase.

### School Meal Charges and Accounts

To ensure the effective operation of the district's food service program, the district establishes the following guidelines for payment of student school meals:

- The district shall assign individual accounts to each student for the purchase of meals served in school cafeterias to ensure the identity of each student is protected.
- The district shall notify students and/or parents/guardians when the student's account reaches a negative balance.
- The district shall provide students and/or parents/guardians with information on payment options and free and reduced price meals and/or free milk.
- The district may permit students to charge a meal when the student forgets or loses his/her money or when his/her account has insufficient funds.

### Collection of Unpaid Meal Charges

Unpaid charges will be carried on a student's account from year to year. The district may institute a collection procedure for unpaid balances not limited to filing a claim with the District Magistrate or delinquent collection agencies. Parents/Guardians will be responsible to pay the amount due to the cafeteria as well as any and all fees assigned by the magistrate for the collection of monies due to the cafeteria. Reasonable efforts shall be made by the district to collect unpaid meal charges from parents/guardians. Efforts taken in the collection shall not have a negative impact on the student involved, but shall focus primarily on the parents/guardians responsible for providing funds for meal purchases.

### **School District Policies and Procedures**

Muncy School District's Policy Manual can be accessed through the following link:

<https://go.boarddocs.com/pa/munc/Board.nsf/Public>

Please click on the word policies in the top right hand corner to access the different sections of the policy manual. Clicking on each numbered section will reveal all of the policies in that section. Clicking on each individual policy number will display that particular policy for review.

### **School District Contact Information**

As always, please let us know if you have any questions or concerns by e-mailing or calling the individuals listed below. We will work as quickly as possible to answer individual inquiries.

1. For district related questions and concerns, please contact Linda Kneedler at [lkneedler@muncysd.org](mailto:lkneedler@muncysd.org) or 570-546-3125 ext. 2040
2. For high school related questions and concerns, please contact Nicole Edwards at [nedwards@muncysd.org](mailto:nedwards@muncysd.org) or 570-546-3125 ext. 3220
3. For elementary school related questions and concerns, please contact Vickie Conner at [yconner@muncysd.org](mailto:yconner@muncysd.org) or 570-546-3125 ext. 1100
4. For health services related questions and concerns, please contact Jay Drumheller at [jdrumheller@muncysd.org](mailto:jdrumheller@muncysd.org) or 570-546-3125 ext. 1160

5. For special education related questions and concerns, please contact Cheryl Good at [cgood@muncysd.org](mailto:cgood@muncysd.org) or 570-546-3125 ext. 1250
6. For food service related questions and concerns, please contact Tom Kuntz at [tkuntz@muncysd.org](mailto:tkuntz@muncysd.org) or 570-546-3125 ext. 1120
7. For athletic related questions and concerns, please contact Curt Chilson at [cchilson@muncysd.org](mailto:cchilson@muncysd.org) or 570-546-3125 ext. 3630
8. For transportation related questions and concerns, please contact Kay Buck at [kay@susquehannabus.com](mailto:kay@susquehannabus.com) or 570-935-0542
9. For questions and concerns related to cleaning products or cleaning procedures, please contact Jerry Knier at [jknier@muncysd.org](mailto:jknier@muncysd.org) or 570-546-3125 ext. 3720
10. For questions and concerns related to technology, please contact Chris Frey at [cfrey@muncysd.org](mailto:cfrey@muncysd.org) or 570-546-3125 ext. 7777

Stay Safe, Stay Healthy, Stay Strong!

Sincerely,

***Craig***

Craig R. Skaluba, Ph.D.  
Superintendent

E-mail Confidentiality Statement: Any opinions expressed in the e-mail message you have received are those of the individual and not necessarily of Muncy School District. The e-mail message, and any files attached with it, should be regarded as confidential information, intended only for the use of the recipient(s) named above. If you are not the intended recipient, or the person responsible for delivering the message content to the intended recipient, be advised that you have received this e-mail in error and that any onward transmission is strictly prohibited and should be deleted immediately, including any backups and temporary files. If you have received this e-mail in error please notifykneedler@muncysd.org. We automatically monitor all inbound/outbound e-mails for viruses, profanity, offensive language, racist and/or sexual comments, virus hoaxes, chain-mail, and known spam mailers. Muncy School District reserves the right to intercept, store, archive, delete or view such e-mail for security/audit purposes and, where necessary, instigate appropriate proceedings against the parties involved. Please note that just as with all regular postal letters sent to the district or receipt of other documents, all e-mails sent to Muncy School District, its employees, and its students may be subject to Pennsylvania's Right to Know Law.