



MUNCY SCHOOL DISTRICT

206 Sherman Street, Muncy, PA 17756 | Telephone: (570) 546-3125 | Fax: (570) 546-6676

Dr. Craig R. Skaluba
Superintendent
cskaluba@muncysd.org

Mr. Andrew T. Seese
Business Administrator/
Board Secretary
aseese@muncysd.org

August 22, 2023

Dear Muncy Family,

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

The purpose of this letter is to make you aware of upcoming events for the 2023-2024 school year and to highlight other important information as we prepare for the start of the school year on Tuesday, September 5th.

Upcoming Events

- Thursday, August 24th
 - Indian Fest – 6:00 p.m. – 7:00 p.m. @ Schuyler Stadium
 - Blue/White Night – 7:00 p.m. @ Schuyler Stadium

- Tuesday, August 29th
 - 7th Grade / New HS Student Orientation – 6:00 p.m. @ High School Auditorium
 - High School Open House – 7:00 p.m. to 8:00 p.m. @ Muncy Jr./Sr. High School

- Wednesday, August 30th
 - Elementary Open House – 6:00 p.m. to 7:00 p.m. @ Ward L. Myers Elementary

- Tuesday, September 5th – First Day of School Grades 1-12
 - Kindergarten students (Last Name A – J only) will have their first day of school on 9/5 and their second day of school on 9/7.

- Wednesday, September 6th
 - Kindergarten students (Last Name K – Z only) will have their first day of school on 9/6 and their second day of school on 9/7.

School District Transportation

Please review your child's transportation information for the 2023-2024 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 was to change throughout the course of the school year.

If you feel any of the information listed 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 or 570-935-0542.

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

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»

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.

PowerSchool Username and Password Recovery

Due to recent security upgrades by PowerSchool related to encrypting student passwords and requiring parents/guardians to change passwords from initial passwords assigned by the school, the best way to recover a forgotten username or forgotten password is by using the [Forgot Username or Password?](#) link on the [sign-in page for the Muncy PowerSchool Portal](#).

PowerSchool SIS

Student and Parent Sign In

Sign In Create Account

Username

Password

[Forgot Username or Password?](#)

Sign In

The BMI section of the parent portal has been disabled while we work on correcting the calculations. We will enable it as soon as the issue is resolved.

School Safety Supports

The school district relies on the watchfulness of our faculty, staff, students, and families to report any suspicious activities or concerning behaviors.

Recently, legislation was enacted to assist schools in creating safer environments by developing districtwide threat assessment teams.

Threat assessment is a fact-based process for the assessment and intervention of behaviors that may indicate a threat to the safety of students, school employees, school facilities, the community, or others.

Muncy School District's threat assessment team includes the following individuals:

1. Dr. Craig Skaluba – Superintendent
2. Mr. Tim Welliver – High School Principal
3. Mr. Steve Haddon – Elementary School Principal
4. Mrs. April Farrell – Special Education Coordinator
5. Mrs. Stacie Nierzwicki – School Nurse
6. Mrs. Jeanne Rogan – Grade 7-9 Counselor
7. Mrs. Nicole Turi – High School Trauma Counselor
8. Mr. Dave Williams – School Resource Officer

Once an individual on the team receives a report of a potential threat, it is the job of individual(s) on the threat assessment team to determine the level of threat and intervene if necessary.

In addition to reporting information directly to a member of the threat assessment team, individuals may also report suspicious activities or concerning behaviors directly to school officials, by using the school district's Safe School Helpline or the state's Safe2Say program.

- Safe School Helpline – 1-800-418-6423 ext. 359
 - Press 1 to report information to the school district.
 - Press 3 to talk with a counselor.
 - The Safe School Helpline® counseling center is available 24/7/365 and is accredited by C.A.R.F. (Commission on Accreditation for Rehabilitation Facilities). Also, School Helpline counselors undergo ASIST (Applied Suicide Intervention Skill Training) and Q.P.R. (Question, Persuade and Refer) training.
- The “Safe2Say Something” reporting system can be accessed in the following ways:
 - Calling 1-844-SAF2SAY (1-844-723-2729)
 - Using the Safe2Say website at <https://www.safe2saypa.org/>
 - Downloading and using the Safe2Say APP

Thank you for helping us keep our schools safe and secure.

Mental Health Supports

Pennsylvania implemented a new way for individual(s) to connect to mental health support.

People who call, text, or chat with **988** will be directly connected to the National Suicide Prevention Lifeline. The existing Lifeline phone number (1-800-273-8255) will remain available. Callers can also connect with the Veterans Crisis Line or for assistance in Spanish.

988 can be used by anyone, any time, at no cost. Trained crisis response professionals can support individuals considering suicide, self-harm, or any behavioral or mental health need for themselves or people looking for help for a loved one experiencing a mental health crisis. Lifeline services are available 24 hours a day, seven days a week at no cost to the caller.

If interested, please use the following link to access a short You Tube video on how the new **988** number works.

<https://youtu.be/IQMLpj5KE5w>

2023-2024 School Calendar

Access the 2023-2024 school calendar through the following link: [2023-2024 School Calendar](#)

We will continue to use all scheduled snow days in the school calendar for school closures due to inclement weather. The district will transition to Flexible Instructional Days (FID) after all five snow days are used in the school calendar. More information about Flexible Instructional Days will be shared during the school year if it becomes likely we will need to use one.

2023-2024 Health and Safety Plan Reminders

The school district is required to have a Health and Safety Plan in place through September 30, 2025 in order to comply with federal requirements associated with receiving pandemic funding. The Muncy School District Board of Directors approved the [2023-2024 Health and Safety Plan](#) at our August 21st board meeting. Other than updating the school year and the number of students attending each building, there were no changes from last year's 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 the last few years, 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 maintain normal operating procedures related to moving and interacting within our schools.
5. **Close Contacts, Isolation, Quarantine etc.** – Muncy School District will continue to apply contact tracing as well as isolating and quarantining procedures based on the requirements set by the Board for the 2023-2024 school year as follows:
 - a. Asymptomatic individual(s) exposed to a non-household close contact
 - i. Not required to mask or quarantine
 - b. Asymptomatic individual(s) exposed to a household close contact
 - i. Not required to quarantine
 - ii. Required to mask for five (5) days
 - c. Symptomatic individual(s)
 - i. If sick, please stay home until evaluated by primary care physician
 - d. Positive COVID Test Results or Presumed COVID Positive
 - i. Required to isolate for five (5) days
 - ii. Required to mask for five (5) days after isolation
6. **Reporting Cases** – Similar to last year, we will only keep track of confirmed cases that result in 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 tracked 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 tracked by the school district.

We will no longer report confirmed case counts on a daily, weekly, or monthly basis. Occasionally, we may decide to report case counts for a limited amount of a time based on rising numbers or if we begin to approach the threshold for transitioning to remote learning for a particular building.

We will continue to have our school nurses make parents or guardians aware when their child is identified as close contact of a known exposure in school. Close contact is defined as an individual who was within 6 feet of a positive case for 15 or more consecutive minutes.

7. **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 the school district experiences personnel shortages or if there is a need to prevent a potential outbreak.

Long-term transitions (Up to 14 days) to remote instruction may be necessary based on the Health and Safety Plan in effect at that time. Currently, the Board has set the

threshold for transitioning to remote instruction at 10% of a particular school building's total number of students and staff within a 14-day rolling period. The threshold for Ward L. Myers Elementary School is currently 45 total cases based on a school population of 452. The threshold for Muncy Jr. / Sr. High School is currently 50 total cases based on a school population of 496.

8. **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.
9. **Review of Plan** – Muncy School District's Board of Education will continue to review the district's health and safety plan. If necessary, based on updated requirements or based on Board approval of updates to the 2023-2024 Health and Safety Plan, Muncy School District may reinstitute some of the successful strategies that allowed us to maintain continuous in-person instruction in the past.

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.

Cafeteria Information

Meal prices for the 2023-2024 school year were set as follows:

<u>Meals</u>	<u>23-24</u>
Breakfast	\$2.00
Milk	\$0.55
Adult Lunch	\$4.00
Lunch-Elem	\$3.10
Lunch-H/S	\$3.25

Free and Reduced-Price Meal Application

For information regarding the Pennsylvania Household Application for Free and Reduced Price School Meals please see our [2023-2024 Cafeteria Letter to Households](#). The [paper application](#) can be completed and returned to our Food Service Director, Tom Kuntz, or the application can be completed online by visiting the PA Department of Human Services website at www.compass.state.pa.us.

During the 2023-2024 School Year, all schools participating in the School Breakfast Program (SBP) are to provide free breakfasts for all enrolled students. Additionally, students identified as eligible for reduced-price lunches through the National School Lunch Program (NSLP) will not be charged for their meals.

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 or delinquent collection agencies 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 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 Kim Hill at khill@muncysd.org or 570-546-3125 ext. 2040
2. For high school related questions and concerns, please contact Katie McGuire at kmcguire@muncysd.org or 570-546-3125 ext. 3200
3. For elementary school related questions and concerns, please contact Vickie Conner at vconner@muncysd.org or 570-546-3125 ext. 1100
4. For health services related questions and concerns, please contact Stacie Nierzwicki at snierzwicki@muncysd.org or 570-546-3125 ext.1160 (ES) / 3280 (HS)
5. For special education related questions and concerns, please contact Cheryl Good at 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 or 570-546-3125 ext. 1120
7. For athletic related questions and concerns, please contact Curt Chilson at cchilson@muncysd.org or 570-546-3125 ext. 3630

8. For transportation related questions and concerns, please contact Kay Buck at kay@susquehannabus.com or 570-935-0542
9. For building and grounds questions and concerns, please contact Corey Palmatier at cpalmatier@muncysd.org or 570-546-3125 ext. 3720
10. For technology questions and concerns, please contact Chris Frey at cfrey@muncysd.org or 570-546-3125 ext. 7777

We look forward to working with everyone during the 2023-2024 school year!

Stay Safe! Stay Healthy! Stay Strong!

Sincerely,

Craig

Craig R. Skaluba, Ph.D.
Superintendent
Muncy School District