



MUNCY SCHOOL DISTRICT

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Mr. Andrew T. Sees
Business Administrator/
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May 15, 2020

Dear Muncy Family,

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

The purpose of this letter is to provide you with friendly reminders related to previous correspondence sent by the school district.

First, please remember the school district will continue to serve meals through the end of June. Below are the remaining dates and times for meal pick-up.

- Monday, May 18th – 10:30 a.m. – 12:30 p.m.
- *****Tuesday, May 26th – 10:30 a.m. – 12:30 p.m.*** (Change due to Memorial Day)**
- Monday, June 1st – 10:30 a.m. – 12:30 p.m.
- Monday, June 8th – 10:30 a.m. – 12:30 p.m.
- Monday, June 15th – 10:30 a.m. – 12:30 p.m.
- Monday, June 22nd – 10:30 a.m. – 12:30 p.m.
- Monday, June 29th – 10:30 a.m. – 12:30 p.m. (Last Day)

Second, please remember our school counseling department remains available to support you and your children during this time at home. Please visit their school webpages for resources that you might find helpful. Please do not hesitate to let us know if you or your children have any questions or concerns. Contact information for our counseling staff is below:

- Erik Berthold (10-12 School Counselor) – eberthold@muncysd.org
- Jeanne Rogan (7-9 School Counselor) – jrogan@muncysd.org
- Jean Daniels (K-6 School Counselor) – jdaniels@muncysd.org

Additionally, The Department of Human Services (DHS) has partnered with the Center for Community Resources to offer a 24/7 mental health and crisis support line for people dealing with anxiety or other difficult emotions. Callers will be able to speak with staff who are trained

in trauma-informed principles and will listen, assess the person's needs, triage, and refer to other local supports and professionals as needed. The Mental Health Support Line can be reached toll-free, 24/7 at 1-855-284-2494.

Third, the last day to turn in assignments for seniors will be Friday, May 29th. The last day to turn in assignments for underclassmen will be Wednesday, June 3rd. Teachers will have discretion during the last week of class to complete closure and transition activities with their classes in lieu of formal assignments.

Fourth, please see below for the times for students to return all school district materials and pick-up personal belongings from each school building. Muncy Jr./Sr. High School students should report to the front door of the high school. Ward L. Myers Elementary School parents should pull their vehicle into the bus lane at the front entrance. Please refer to [last week's letter](#) for more specific details. Please contact us if you need assistance with facilitating return and pick-up for multiple children at multiple grade levels. Please be sure to return all applicable school materials such as: (a) textbooks, (b) library books, (c) calculators, (d) athletic uniforms, (e) athletic equipment, (f) reconcile any outstanding lunch debt, etc.

Schedule for High School Return / Pick-up

- Monday, May 18th – Return / Pick-up for 12th Grade Students (Seniors)
- Tuesday, May 26th – Return / Pick-up for 11th Grade Students (Juniors)
- Wednesday, May 27th – Return / Pick-up for 10th Grade Students (Sophomores)
- Thursday, May 28th – Return / Pick-up for 9th Grade Students (Freshmen)
- Friday, May 29th – Return / Pick-up for 8th Grade Students
- Monday, June 1st – Return / Pick-up for 7th Grade Students

All high school students with last names from A through M should report to the high school front door between 9:00 a.m. and 12:00 p.m. on the date for their grade level specified above.

All high school students with last names N through Z should report to the high school front door between 12:00 p.m. and 3:00 p.m. on the date for their grade level specified above.

Elementary School Return / Pick-up Procedures

- Tuesday, May 26th – 1:00 p.m. – 3:00 p.m. by [sign-up link](#)
- Wednesday, May 27th – 9:00 a.m. – 3:00 p.m. by [sign-up link](#)
- Thursday, May 28th – 9:00 a.m. – 3:00 p.m. by [sign-up link](#)

- Friday, May 29th – 9:00 a.m. – 3:00 p.m. by [sign-up link](#)
- Monday, June 1st – 9:00 a.m. – 3:00 p.m. by [sign-up link](#)

Lastly, please remember to follow the important steps listed below in accordance with the Center for Disease Control (CDC) and the Pennsylvania Department of Health.

- If you are sick or have a fever, stay at home. We can always make alternate arrangements for return and pick-up.
- Wear a mask for your protection and the protection of others.
- Maintain a distance of at least six (6) feet from other individuals.
- Cover coughs or sneezes with a sleeve or elbow.
- Wash hands with soap and water for at least 20 seconds as frequently as possible, or use hand sanitizer if soap and water are not available.

As always, please let us know if you have any questions or concerns. If your child's teacher cannot answer your questions, please forward your questions to the individuals listed below. We will continue to work as quickly as possible to answer individual inquiries.

1. For high school related questions and concerns, please contact Nicole Edwards at nedwards@muncysd.org or 570-546-3125 ext. 3220
2. For elementary school related questions and concerns, please contact Vickie Conner at vconner@muncysd.org or 570-546-3125 ext. 1100
3. For special education related questions and concerns, please contact Cheryl Good at cgood@muncysd.org or 570-546-3125 ext. 1250
4. For food service related questions and concerns, please contact Tom Kuntz at tkuntz@muncysd.org or 570-546-3125 ext. 1120
5. For LycoCTC related questions and concerns, please contact Executive Director, Eric Butler at ebutler@LycoCTC.org or by phone 570-584-2300.

Thank you for your continued patience, flexibility, cooperation, support and feedback as we move forward together.

Please take care of yourselves and your families.

Stay Safe, Stay Healthy, Stay Strong!

Sincerely,

Craig

Craig R. Skaluba, Ph.D.
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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 notify kneedler@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.