

DUNMORE SCHOOL DISTRICT

**REGULAR MEETING
APRIL 14, 2021**

The Regular Monthly Meeting of the Dunmore Board of School Directors was held **Wednesday, April 14, 2021, at 6:00pm** in the High School Cafeteria. The Work Session was held **Monday, April 12, 2021 at 6:00pm** in the Board Room. Mr. Hallinan presided.

I. ROLL CALL OF DIRECTORS

MR. BUTLER	PRESENT
MR. COLEMAN	PRESENT
MR. HALLINAN	PRESENT
MR. HOLTHAM	NOT PRESENT
MR. KRANICK	PRESENT
MS. LIBASSI	PRESENT
MR. MCHALE	PRESENT
MR. SUMMA	PRESENT
MR. MURACCO	PRESENT

ALSO PRESENT: Mr. Marichak, Mrs. Lopatka, Atty. Matthew Dempsey

***** PUBLIC DISCUSSION –**

Nicole Wolf stated that she was happy that children are back talked about the Virtual program and lack of Instruction. Also, pointed out that High School Students are frustrated.

Michelle Kokindo, Matt Quinn and Danielle Pensack presented on the Summer Academic Reading program. Tim Hopkins and Chris Lucas also spoke about the Credit Recovery program.

II. APPROVED MINUTES

Motion by Mr. Butler seconded by Ms. Libassi to **approve** the **MINUTES** of the Regular Meeting of March 11, 2021.

ALL PRESENT WERE IN FAVOR

III. COMMUNICATIONS

A. Motion by Mr. McHale seconded by Mr. Kranick that permission be granted to the Following for the use of District facilities/equipment:

The use of District facilities is subject to the conditions established by the Dunmore School District and may not conflict with any regularly scheduled activity.

1. Spanish Club Cinco de Mayo Race 5/8/21 at 10:00am

ALL PRESENT WERE IN FAVOR

IV. PERSONNEL

- A. Motion by Mr. Summa seconded by Mr. Mr. Kranick to accept the Personnel Reports.

ALL PRESENT WERE IN FAVOR

V. EDUCATION

- A. Motion by Mr. Coleman seconded by Mr. Butler to approve the updated Bulling Policy and Administration Procedures. (See attached)
- B. Motion by Ms. Libassi seconded by Mr. Butler to approve the updated Health and Safety Plan. (On display in the Central Office)

ALL PRESENT WERE IN FAVOR

ALL PRESENT WERE IN FAVOR

- C. Motion by Mr. McHale seconded by Mr. Muracco to adopt this Promulgation to Approve the Dunmore School District Emergency Operations/All Hazards Plan. (See attached)

ALL PRESENT WERE IN FAVOR

VI. FINANCE

- A. Motion by Mr. Coleman seconded by Ms. Libassi to approve the following payrolls:
3/19 & 4/2/21

3/19/21	\$372,905.25
4/2/21	\$361,687.00

TOTAL: \$734,592.25

ALL PRESENT WERE IN FAVOR

- B. Motion by Mr. Butler seconded by Mr. McHale to accept the Treasurer's Report for the month(s) of MARCH 2021.
ALL PRESENT WERE IN FAVOR
- C. Motion by Mr. Muracco seconded by Mr. Summa to approve Payment for LIST OF BILLS: \$478,552.17.
ALL PRESENT WERE IN FAVOR
- D. Motion by Mr. Kranick seconded by Mr. Coleman to accept Activities Reports for month(s) of MARCH 2021.
ALL PRESENT WERE IN FAVOR
- E. Motion by Mr. Butler seconded by Ms. Libassi to transfer \$300,000 from General Fund to Capital Project Fund.
ALL PRESENT WERE IN FAVOR
- F. Motion by Mr. McHale seconded by Mr. Muracco to accept Wage Tax-Collector's Reports for month (s) MARCH 2021.
ALL PRESENT WERE IN FAVOR
- G. Motion by Mr. Muracco seconded by Mr. Kranick to 2021-2022 Budget of the Career Technology Center as presented. The net obligation of the Dunmore School District is \$251,666. (No Increase from prior year)
7 IN FAVOR
1 ABSTAINED
- H. Motion by Mr. Summa seconded by Mr. Coleman to approve agreement with CSIU for Accounting Software; at a cost of \$4.15 per Student for Fund Accounting (\$0.12 increase); \$4.79 per Student for Payroll (\$0.14 increase) and \$2.16 per Student for Personnel (\$0.16 increase) for the 2021-2022 School Year.
ALL PRESENT WERE IN FAVOR
- I. Motion by Mr. Butler seconded by Ms. Libassi to increase the daily teacher substitute Rate to \$100.00 per day effective for the 2021-2022 School year. The Long Term Substitute rate will also increase to \$110.00 per day.
ALL PRESENT WERE IN FAVOR

Administrative Procedures for Bullying/Cyberbullying

Reporting

A student or his/her parent/guardian or third party who believes the student has been subjected to bullying and harassment is encouraged to immediately report the incident in one of two ways:

1. Orally reporting the incident to the building principal or bullying designee, or to any other member of the school staff, including teachers, guidance counselors, coaches, and administrators; or
2. Using the online reporting process available on the safe2saysomething application. The School Resource Officer or building Administrator will retrieve the complaint information as soon as it is submitted.

Complaints will be promptly and appropriately investigated by the principal or School Resource Officer, consistent with the student's due process rights. All complaints and investigations shall be documented.

NOTE: It is critical when receiving a complaint to determine whether immediate steps must be taken to avoid further harm, such as keeping students separated, getting medical/behavioral health aid for anyone harmed, etc.

Investigation

Principals or the School Resource Officer will determine whether bullying/cyberbullying occurred by taking the following steps:

1. All investigation shall be completed within seven (7) school days from the date of the complaint of bullying/cyberbullying.
2. The investigation should consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.
4. The investigator shall attempt to secure statements from all participants in, and witnesses to, the incident(s). The complainant shall not be required to meet face-to-face with the accused.
5. Ensure that complainants are notified of available resources, such as counseling, health, and mental health services, and, if applicable, their right to file a complaint with local law enforcement.
6. Notify the complainant and the accused of the progress at appropriate stages of the investigation.
7. In cases involving potential criminal conduct, determine whether appropriate law enforcement authorities should be notified.

9. Document findings from the investigation and actions taken.

10. If the investigation determines that the accused engaged in conduct that constitutes a violation of this policy, the principal or the bullying designee shall take prompt and effective steps reasonably calculated to end the bullying/cyberbullying eliminate any hostile environment and its effects, and prevent the bullying/cyberbullying from recurring.

Substantiated/Founded Complaints

IEP Team/Section 504 Team Notification

If a complaint of bullying/cyberbullying is substantiated and either the offender or the victim is a student with a disability who has an Individualized Education Plan (IEP) or a Section 504 Plan, the principal or bullying designee must notify the student's IEP Team or Section 504 Team.

Parental Notification

All complaints

Parents/guardians of both the alleged victim and alleged offender shall be notified of the outcome of the investigation via a phone call or a letter setting forth whether the complained upon behavior was founded or unfounded.

Founded complaints

If the complaint of bullying/cyberbullying is founded, the principal or bullying designee will communicate with the parents/guardians of the victim and offender(s), and take the following steps:

1. The parent/guardian of the victim will be informed of the specific steps that the school will take to intervene in the reported behaviors, monitor future conduct, and protect the victim from reprisal or retaliation.
2. The parent/guardian of the victim will be invited to participate in the development of an intervention plan for their child, if one is created.
3. The parent/guardian of the offender will be informed of the specific steps that the school will take to intervene in the reported behaviors and monitor future conduct, as well as the proposed consequences as stipulated in the Code of Student Conduct.
4. The parent/guardian of the offender will be invited to participate in the development of an intervention plan for their child, if one is created.
5. The parents/guardians of the victim and offender(s) will be provided with a copy of the intervention plan developed for their child if one is created.

Unfounded complaints

If the complaint of bullying/cyberbullying is unfounded, the principal or bullying designee will communicate with the parents/guardians of the alleged victim and alleged offender(s), the type of incident that occurred (i.e. mutual conflict or isolated incident) as well as the specific steps that the school will take to intervene in the reported behaviors and monitor future interactions.

Behavioral interventions

Schools must provide intervention and support to victims, offenders, and/or bystanders to address acts of bullying/cyberbullying. Suggested interventions include, but are not limited to, the following actions:

1. Parent/student conferences;
2. One-to-one counseling for the victim, offender, and/or bystander with appropriate professional staff;
3. Positive behavioral supports, such as, functional behavioral assessments and check in/check out;
4. Increased adult supervision in hot spot areas and during transition times (e.g., admission and dismissal, classroom changes, lunch, recess);
5. Social skills training, including role playing;
6. Positive incentives and reinforcements for appropriate or improved behavior;
7. Development of a safety plan for the victim
8. Daily report.

Disciplinary action

While all incidents of bullying/cyberbullying require student interventions, some incidents may require disciplinary action/consequences for the offender(s). Appropriate disciplinary action/consequences for persons committing acts of bullying/cyberbullying, for persons engaged in reprisal or retaliation, and for persons found to have made false accusations should be applied, when appropriate, after the investigation has determined that such an offense has occurred. The disciplinary action/consequences may vary depending on the severity of the bullying/cyberbullying. A range of disciplinary actions/consequences may be found in the Code of Student Conduct.

Appeal Procedure

If the complainant or accused is not satisfied with the finding of the investigation, either may submit a written appeal to the Office of the Superintendent within fifteen (15) calendar days of the decision. The appeal will be conducted in an impartial manner by an impartial decision-maker

Anti-Bullying Policy

	249. ANTI-BULLYING
1. Purpose	Dunmore School District recognizes that bullying of students has a negative effect on the educational environment of its schools. Students who are bullied, intimidated or fearful of other students may not be able to take full advantage of the educational opportunities offered by the school district. Bullying of a student by another student is strictly prohibited on school property, in school buildings, on school buses, and at school-sponsored events and/or activities whether occurring on or off campus.
2. Definition	Bullying has two key components: repeated harmful acts and an imbalance of power. It involves repeated physical, verbal, or, or psychological attacks or intimidation directed against a victim who cannot properly defend him/herself because of size or strength, or because the victim is outnumbered or less psychologically resilient. Bullying involves conduct directed at a student by another student(s) that has the intent and effect of: <ol style="list-style-type: none"> 1. Physically harming a student (e.g., hitting, kicking, spitting, tripping, pushing, and invading one's personal space in an aggressive manner). 2. Damaging, extorting or theft a student's personal property. 3. Placing a student in reasonable fear of physical harm. 4. Placing a student in emotional unrest by spreading rumors, manipulating social relationships or environment, engaging in social exclusion/ostracism, extortion, intimidation, and ridicule. 5. Cyber-bullying: forms of verbal and psychological bullying may also occur on the Internet through e-mail, instant messaging, or personal profile web sites such as My-Space. 6. Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities. 7. Creating verbal statements or written remarks that are taunting, malicious, threatening or sexual. 8. Hazing: imposing of strenuous, often humiliating tasks or actions as part of an initiation process.
	The term bullying shall not be interpreted to infringe upon a student's right to engage in legally protected speech or conduct.
3. Authority	The school district will not tolerate known acts of bullying occurring on school district property, at school-sponsored activities scheduled on or off school grounds or during the time students necessarily spend traveling to and from school or school-sponsored activities, including bus stops and routes of travel to and from the bus stops or to school property or school-sponsored events.
4. Delegation of Responsibility	The district expects employees who observe or become aware of an act of bullying or extortion to take immediate, appropriate steps to intervene. If an employee believes that his/her intervention has not resolved the matter, or if the bullying or extortion persists, he/she shall report the bullying or extortion to the school principal for further investigation. If proper reporting is not engaged in by the employee in a position to observe the conduct, the district reserves the right to impose discipline on the employee as deemed appropriate under the circumstances.

5. Guidelines	<p><u>Student, Parent/Guardian And Employee Reporting</u> The school district strongly encourages all students and parents/guardians who become aware of any act of bullying to immediately report that conduct. Students may report acts of bullying to their teachers, building principal or other school employees supervising school-sponsored activities. Parents/Guardians may contact the building principal to report acts of bullying.</p> <p>If employees cannot reasonably remediate acts of bullying through their own intervention, they should report the bullying to the building principal.</p> <p><u>Investigation Procedures</u> Each building principal or designee is authorized to investigate reports of bullying brought to their attention by students, parents/guardians or school employees or bus drivers. Any investigation of a report may include meetings with students, parents/guardians or employees, a review of student records, and other reasonable efforts to understand the facts surrounding a reported incident.</p> <p>The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or other individuals who participate in the investigation of allegations of bullying.</p>
Pol. 218, 233	<p><u>Consequences/Discipline</u> Consequences for students who are found to have bullied others may include counseling, a parent/guardian conference, detention, suspension, expulsion, a loss of school privileges and/or exclusion from school-sponsored activities as defined in the Code of Student Conduct.</p> <p>Depending upon the severity of a particular situation, the building principal may also take the appropriate steps to ensure students' safety. Such steps may include separating and supervising the students involved; providing employee support for students as needed; reporting incidents to law enforcement, if appropriate; and the implementation of a safety plan and/or a supervision plan with parents/guardians.</p>
Pol. 248	<p><u>Interplay With Other School District Policies</u> Nothing in this policy shall prevent school employees from enforcing, imposing discipline or fulfilling their professional responsibilities under other school district policies or student disciplinary rules.</p> <p>This policy shall not be interpreted as preventing a student or parent/guardian from filing a complaint under the school district's anti-harassment policy.</p>
20 U.S.C. Sec. 1232g	<p><u>Confidentiality</u> Dunmore School District recognizes that both the complaining student and the alleged bully/extorter have strong interest in maintaining the confidentiality of the allegations and related information. The privacy of the complaining student, the individual(s) against whom the complaint is filed, and the witnesses will be respected as much as possible, consistent with legal obligations to investigate, to take appropriate action, and to comply with the Family Educational Rights and Privacy Act (FERPA) and any discovery or disclosure obligations. As limited by FERPA protections, the principal or his/her designee may inform the complaining student/parents/guardians of the outcome of the investigation.</p>

	<p>Reprisal</p> <p>Any student who retaliates against another student for reporting bullying or for assisting or testifying in the investigation or hearing may be subject to consequences as defined in the Code of Student Conduct.</p> <p>References: <i>U.S. Dept. of Justice, Office of Community Oriented Policing Services: Problem-Oriented Guides for Police Problem-Specific Guides Series No. 12: Bullying in Schools.</i></p> <p>Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g</p> <p>Board Policy – 218, 233, 248</p>
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Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Dunmore School District** reviewed and approved the Phased School Reopening Health and Safety Plan on April 14, 2021.

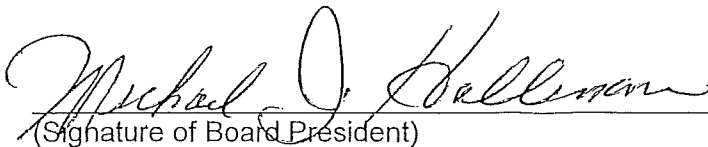
The plan was approved by a vote of:

8 Yes

0 No

Affirmed on:

By:


(Signature of Board President)

Michael Hallinan
(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.

PROMULGATION

RESOLUTION OF THE DUNMORE SCHOOL DISTRICT BOARD OF EDUCATION

This plan is adopted as the Dunmore School District Emergency Operations/All Hazards Plan for all emergencies and disasters occurring within the school district. This plan is designed to comply with all applicable federal and state regulations and provides with policies and procedures to be followed when dealing with emergency conditions, along with proactive actions to take in order to avoid emergency situations.


This plan supersedes all previously developed emergency plans of the Dunmore School District.

ADOPTED THIS 14th DAY OF April, 2021

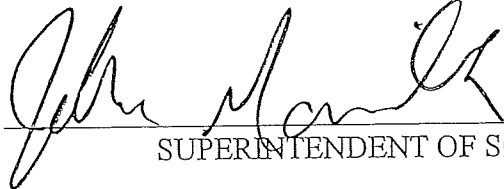
SCHOOL DISTRICT BOARD OF EDUCATION



PRESIDENT



SECRETARY



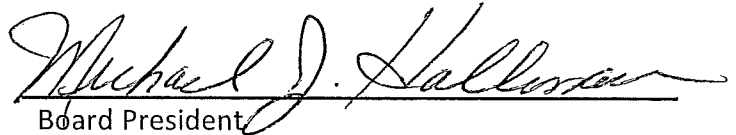
SUPERINTENDENT OF SCHOOLS

RESOLUTION # _____

RESOLUTION
CAREER TECHNOLOGY CENTER
of Lackawanna County

2021-2022 BUDGET

At a meeting on Apr 14th, 2021 by a vote of 7 to 0 with
1 abstaining and 1 absent, as recorded in the minutes, the members of the Board
of Directors of the Dunmore School District, a member of the CTC of Lackawanna County
program, approved ✓ or disapproved _____ the Budget of the Career Technology
Center of Lackawanna County for the fiscal year of July 1, 2021 to June 30, 2022.


Board President


Board Secretary

SEAL

This form is to be filed as follows:

Administrative Office
CTC of Lackawanna County
3201 Rockwell Avenue
Scranton, PA 18508-1491

DISTRICT COPY

- J. Motion by Mr. Hale seconded by Mr. Muracco to approve substitute Bus Driver Angelo Calciano pending Clearances.
ALL PRESENT WERE IN FAVOR
- K. Motion by Mr. Summa seconded by Mr. Kranick to approve a three (3) year contract With Cleveland Brothers Equipment Co. for the inspection/preventative Maintenance Service on the District's Standby Generator. The cost of this contract is \$998.00 for 2021 and \$1028.00 for 2022 and 2023.
ALL PRESENT WERE IN FAVOR
- L. Motion by Mr. Kranick seconded by Mr. Coleman to proceed with a re-roofing project at At the Dunmore Elementary Center through a GESA project with CM3 Building Solutions at a cost of \$1,279,794.00.
ALL PRESENT WERE IN FAVOR
- M. Motion by Ms. Libassi seconded by Mr. Butler to award a one (1) year contract to the Nutrition Group, Irwin Pa. per their proposal. The contact period is July 1, 2021 to June 30, 2022. The guarantee is for a loss no greater than (\$151,225.23). Some of this loss Will be offset by Federal funding.
ALL PRESENT WERE IN FAVOR

VII. NEW BUSINESS

Mr. Summa thanked the Administration for the Summer Program and the Foreign Language in the Elementary Center. Ms. Libassi thanked the Educators. Mr. McHale Stated it was nice to see people on the Campus again. Mr. Muracco wished Mr. McHale Happy Birthday!

VIII. PRESIDENT'S REPORT –

IX. SUPERINTENDENT'S REPORT

Mr. Marichak thanked the Teacher Association and Administrative Team.

ACCEPTANCE OF REPORTS

Motion by Mr. McHale seconded by Mr. Muracco to accept the Superintendent's Report and make it part of the MINUTES.
ALL PRESENT WERE IN FAVOR

X. ADJOURNMENT

Motion by Mr. Summa seconded by Mr. Kranick to adjourn to meet in Regular Session or at the call of the CHAIR.
ALL PRESENT WERE IN FAVOR

Respectfully submitted,



Michael Coleman
Board Secretary