

DUNMORE SCHOOL DISTRICT

**REGULAR MEETING
MARCH 17, 2022**

The Regular Monthly Meeting of the Dunmore Board of School Directors was held **Thursday, 17, 2022, at 6:00pm** in the High School Cafeteria. The Work Session was held **Monday, March 14, 2022, at 6:00pm** in the Board Room. Mr. Muracco presided.

I. ROLL CALL OF DIRECTORS

MR. BUTLER	PRESENT
MR. COLEMAN	PRESENT
MR. HALLINAN	PRESENT
MR. HUNT	PRESENT
MR. KRANICK	PRESENT
MS. LIBASSI	PRESENT
MS. MCDONOUGH	PRESENT
MR. MCHALE	PRESENT
MR. MURACCO	PRESENT

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

*** **PUBLIC DISCUSSION** - None

II. APPROVED MINUTES

Motion by Mr. Hallinan seconded by Mr. McHale to approve the MINUTES of the Regular Meeting of February 16, 2022.
ALL PRESENT WERE IN FAVOR

III. COMMUNICATIONS

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

1. Seniors vs Faculty Basketball game DHS Gym on 4/5/22 at 6:30pm
2. NEPA Youth flag football league use of football field on 3/26, 4/2, 4/10, 4/24, 5/1 & 5/15/22. (provided the field replacement has not begun)

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.

ALL PRESENT WERE IN FAVOR

OTHER COMMUNICATIONS

B. Motion by Ms. Libassi seconded by Mr. McHale to create and establish the True Colors Club (Gay-Straight Alliance Club) in the Jr./Sr. high School.
ALL PRESENT WERE IN FAVOR

IV. PERSONNEL

- A. Motion by Mr. Hallinan seconded by Ms. McDonough to accept the Personnel Reports.
ALL PRESENT WERE IN FAVOR
- B. Motion by Mr. Hallinan seconded by Ms. McDonough to appoint Nina Bonavoglia, Special Education Teacher effective date August 29, 2022. Terms are defined in the Agreement with the Dunmore Federation of Teachers.
ALL PRESENT WERE IN FAVOR
- C. Motion by Mr. Kranick seconded by Mr. Hunt to appoint Shelby Gallis, Special Education Teacher effective date August 29, 2022. Terms are defined in the Agreement with the Dunmore Federation of Teachers.
ALL PRESENT WERE IN FAVOR
- D. Motion by Ms. McDonough seconded by Mr. McHale to appoint Kali Gianacopoulos, Special Education Teacher effective date August 29, 2022. Terms are defined in the Agreement with the Dunmore Federation of Teachers.
ALL PRESENT WERE IN FAVOR
- E. Motion by Mr. McHale seconded by Mr. Hallinan to appoint Kim Marchese, LPN full time to service both buildings effective date August 29, 2022. Terms will be Defined in the Agreement with the Dunmore Educational Support Personnel Association, pending negotiations.
ALL PRESENT WERE IN FAVOR
- F. Motion by Mr. Butler seconded by Ms. McDonough to appoint Fall Extracurricular Coaches for the 2022-2023 School Year. For Job description and employment terms, Please contact the Office of the Superintendent. (See attached list)
ALL PRESENT WERE IN FAVOR
- G. Motion by Mr. McHale seconded by Mr. Butler to appoint Rocco LaCapra, Volunteer Football Coach pending Clearances.
ALL PRESENT WERE IN FAVOR

V. EDUCATION

- A. Motion by Mr. Hallinan seconded by Mr. Kranick to approve Expulsion of Student ID#4816875158.
ALL PRESENT WERE IN FAVOR
- B. Motion by Mr. Hunt seconded by Mr. Hallinan to amend the Health and Safety Plan To make Masks optional. (See attached)
ALL PRESENT WERE IN FAVOR
- C. Motion by Mr. Kranick seconded by Ms. McDonough to approve a field trip to Walt Disney World for the Band and Crimsonettes from 3/16/23 to 3/20/23.
ALL PRESENT WERE IN FAVOR

VI. FINANCE

- A. Motion by Mr. Butler seconded by Mr. McHale to approve the following payrolls:
2/18/22 & 3/4/22
- | | |
|---------|---------------------|
| 2/18/22 | \$339,583.81 |
| 3/4/22 | <u>\$339,936.77</u> |
| | \$679,520.58 |
- ALL PRESENT WERE IN FAVOR
- B. Motion by Mr. McHale seconded by Mr. Hallinan to accept the Treasurer's Report for the month(s) of FEBRUARY 2022.
ALL PRESENT WERE IN FAVOR
- C. Motion by Mr. McHale seconded by Mr. Butler to accept the Audit Report for fiscal year ending June 30, 2021, as completed by Murphy, Dougherty and Company.
ALL PRESENT WERE IN FAVOR

FALL EXTRACURRICULAR

2022-2023 SCHOOL YEAR

GIRLS HEAD SOCCER COACH – DAN BADYRKA

BOYS HEAD SOCCER COACH – TOM CLARK

BOYS ASSISTANT SOCCER COACH – JOHN JOSEPH

GIRLS VOLLEYBALL COACH – SUE DEMPSEY

GIRLS ASSISTANT VOLLEYBALL COACH – TREVOR HOLMES

GOLF COACH – BOB COYLE

BOYS/GIRLS VARSITY & JR. HIGH CROSS COUNTRY COACH – VINCE FEDOR

CRIMSONETTE/CHEERLEADER ASSISTANT ADVISOR – NICOLE PIZZOLA

BAND ASSISTANT – KAREN LOSSEY

ASSISTANT DRAMA – DANA JACKSON

BASKETBALL CHEER – MAURA REILLY



ARP ESSER Health and Safety Plan Guidance & Template for Dunmore School District

Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;

3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
 - a. Universal and correct wearing of masks;
 - b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);
 - c. Handwashing and respiratory etiquette;
 - d. Cleaning and maintaining healthy facilities, including improving ventilation;
 - e. Contact tracing in combination with isolation and quarantine, in collaboration with State and local health departments;
 - f. Diagnostic and screening testing;
 - g. Efforts to provide COVID-19 vaccinations to school communities;
 - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
 - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current

school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

Additional Resources

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

Health and Safety Plan Summary: Dunmore School District

Initial Effective Date: JULY 1, 2021

Date of Last Review: March 16, 2022

Date of Last Revision: February 28, 2022

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The Dunmore School District (DSD) will align with the guidance from the Center for Disease Control (CDC) and the Pennsylvania Department of Health (PA DOH) to the maximum extent possible on all orders of health and safety related to the prevention and mitigation of COVID-19. The Superintendent will always bring current recommendations to the administrative team and school board, and as prevention and mitigation policies/procedures change, the Superintendent will present the school board with suggested amendments in order to pass a motion and formally update the health and safety plan.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

The Dunmore School District is returning to a five day a week in person instruction schedule for the 2021-2022 school year. There will be a strong focus on data-driven decision-making in order to close learning gaps.

During the summer of 2021, the district will hold a 6-week comprehensive enrichment program for grades K-6 that will specifically target ELA and Math instruction while incorporating Science and SEL lessons. Additionally, K-6 students have the opportunity to participate in afternoon camps focused on STEM, history, life-skills, and the arts. Students in grades 7-12 have the opportunity to take credit recovery courses. The district is offering COVID Compensatory Education Services for Students with Learning Disabilities during the 1st and 2nd quarter of the 2021-22 school year, minimally, along with an after-school tutoring program for all students.

The social and emotional well-being of students and staff is of utmost importance. A Guidance Counselor is on staff for the summer enrichment program. The counselor will incorporate SEL lessons into students' weekly routines. This will carry into the school year along with the use of an SEL screener to identify students' needs. The district also works closely with Lackawanna County Office of Youth and Family Services, and has a School-Based Behavioral Health Team on site to help address

students' mental health needs. Throughout the summer, meal distribution will take place weekly, and free meals will continue for all students for the 2021-22 school year. The District will continue to train and implement best practices as they relate to closing achievement gaps, trauma informed care, and SEL practices.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
a. Universal and correct wearing of <u>masks</u>;	Adhere to all CDC and PA DOH guidelines and recommendations to the maximum extent possible. In accordance with the CDC, masks will be optional on district transportation (school busses and vans). All students and staff members of the Dunmore School District will have the option to wear masks or face coverings. It will no longer be required. The District will closely monitor community transmission and vaccination coverage and make necessary changes to mask guidelines as needed.
b. Modifying facilities to allow for <u>physical distancing</u> (e.g., use of cohorts/podding);	Adhere to all CDC and PA DOH guidelines and recommendations to the maximum extent possible.
c. <u>Handwashing and respiratory etiquette</u>;	Adhere to all CDC and PA DOH guidelines and recommendations to the maximum extent possible.
d. <u>Cleaning and maintaining healthy facilities</u>, including improving <u>ventilation</u>;	The DSD maintenance staff will conduct daily sanitizing. All cleaning and sanitizing will adhere to CDC and PA DOH guidelines and recommendations to the maximum extent possible.
e. <u>Contact tracing in combination with isolation and quarantine</u>, in collaboration with the State and local health departments;	The DSD will report all known COVID 19 cases to the PA DOH. The DSD will follow the guidance set forth by PA DOH as it relates to contact tracing, isolation, and quarantine.
f. <u>Diagnostic and screening testing</u>;	Any person displaying signs and symptoms of COVID-19 will be screened by our school nurses. An onsite Rapid Antigen test will be offered and administered with parental consent. The individual will be referred to their health care provider. It is suggested that a licensed clinician provide documentation

	for return to school.
g. Efforts to provide <u>vaccinations to school communities</u>;	The DSD continues to partner with local health care providers to run vaccination clinics both on and off the premises to assist in vaccinating as much of the population as possible.
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	Adhere to all CDC and PA DOH guidelines and recommendations to the maximum extent possible.
i. Coordination with state and local health officials.	The DSD will continue to work in conjunction with PDE and the PA DOH by following their mandates and guidance to the maximum extent possible.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Dunmore School District** reviewed and approved the Health and Safety Plan on March 17, 2022.

The plan was approved by a vote of:

9 Yes
X No

Affirmed on: March 17, 2022

By:

Joseph Muracco
(Signature of Board President)

Joseph Muracco
(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.

AGREEMENT
BETWEEN THE
DUNMORE SCHOOL DISTRICT
DUNMORE, PENNSYLVANIA
AND THE
DUNMORE FEDERATION OF TEACHERS
LOCAL 907
AMERICAN FEDERATION OF TEACHERS, AFL-CIO
SEPTEMBER 1, 2022
THROUGH
AUGUST 31, 2027

PART E

PROFESSIONAL INVOLVEMENT AND OPPORTUNITIES

<u>Article XXXV</u>	Curriculum Research and Development.....	12
<u>Article XXXVI</u>	Conference Leave.....	12
<u>Article XXXVII</u>	Professional Involvement of Teachers.....	12

PART F

SPECIAL PROFESSIONAL CATEGORIES

<u>Article XXXVIII</u>	Department Heads.....	13
<u>Article XXXIX</u>	Specialists.....	13
<u>Article XL</u>	Administrators.....	13
<u>Article XLII</u>	Substitutes.....	13
<u>Article XLII</u>	Furloughed Teachers as Long Term Substitutes.....	13
<u>Article XLIII</u>	Part Time Professional Employee.....	14
<u>Article XLIV</u>	Extracurricular Sports and Student Activity Jobs.....	14

PART G

SALARY SCHEDULES AND FRINGE BENEFITS

<u>Article XLV</u>	Life Insurance.....	15
<u>Article XLVI</u>	Reimbursement for Graduate Credits.....	15
<u>Article XLVII</u>	Master's Degree.....	15
<u>Article XLVIII</u>	Medical and Hospital Insurance.....	15
<u>Article XLIX</u>	Severance Pay.....	16
<u>Article L</u>	Personal Leave Day.....	16
<u>Article LI</u>	Activity Passes.....	16
<u>Article LII</u>	Legal Service.....	17
<u>Article LIII</u>	Credit in Salary for Previous Teaching Experience.....	17
<u>Article LIV-A</u>	Early Retirement Incentive Plan.....	17
<u>Article LIV-B</u>	Early Retirement Incentive Plan II.....	18
<u>Article LV</u>	IRC Section 403(b) Employer Compensation Plan.....	18
<u>Article LVI</u>	Salary Proposal & Extracurricular Pay.....	20-25

Appendix A	Sick Bank	
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PART A

STRUCTURE OF AGREEMENT

I. RECOGNITION:

1. The Board of Directors of the Dunmore School District (hereinafter referred to as the "Board") recognizes the Dunmore Federation of Teachers, Local 907, American Federation of Teachers, AFL-CIO (hereinafter referred to as the "Federation") as the sole and exclusive bargaining representative for those employees of the Board who are on the Teachers' salary schedule including teachers, counselors, speech therapists, librarians, nurses, department heads, and supervisors (all of whom are hereinafter referred to as "Teacher" or "Teachers").

II. DEFINITIONS:

Where used herein:

- (a) "School" shall include any work location;
- (b) "Principal" shall include the administrator of any work location;
- (c) "Work location" shall be the place to which a teacher reports and/or from which place a teacher is assigned his professional duty;
- (d) The singular shall include the plural; and
- (e) The reference to masculine shall include the feminine.

PART B

ORGANIZATIONAL RIGHTS AND DUTIES

III. BOARD AND FEDERATION CONSULTATION:

- 1. The Board, Federation and their respective representatives shall take no action violative of, or inconsistent with, any provision of the Agreement or any policy or practice governing working conditions of teachers existing on the date of execution of this Agreement. The Board further agrees that it and its representatives will not take any action affecting working conditions of teachers without prior negotiation and agreement with the Federation.
- 2. Any complaint arising hereunder shall be presented by only the Federation in accordance with Article XI of this agreement.
- 3. The Board shall make available to the Federation, upon its reasonable request, any and all information, statistics, and records which are relevant to negotiations or necessary for the proper enforcement of the terms of this Agreement.
- 4. A copy of any notice, directive, bulletin, or Board resolution relating to any teacher, to teachers generally or to any group of teachers shall simultaneously be sent to the Federation President.
- 5. A copy of the agenda of all public meetings of the Dunmore School Board shall be sent to the Federation President as soon as it is available in advance of said meetings.
- 6. A copy of all public Board meeting minutes shall be sent to the Federation President as soon as it is available after approval of said minutes.

3. The Federation shall have the right to place the material in the mail boxes of teachers and other professional employees. Placement will be made by the Federation Building Representative or his designee.

VIII. FEDERATION MEETINGS IN SCHOOLS:

1. The Federation shall have the right to schedule meetings in the school before or after regular duty hours or during the lunch time of the teachers involved provided that such meetings do not require special arrangements by the principal or custodial staff and do not interfere with instructional or extra-curricular activities.
2. The Federation shall be allotted time on the agenda of the first general meeting of all teachers on the opening day of school directly after the Administration finishes their presentation.

IX. VOLUNTARY SALARY DEDUCTIONS:

1. The Board will deduct from the pay of each employee from whom it receives an authorization to do so the required amount of fees for the payment of annual Federation dues in 26 equal installments. The fees and a list of the employees from whom the fees have been deducted and the amount deducted from each shall be forwarded to the Federation Treasurer no later than thirty days after such deductions were made. All such dues deductions authorizations shall be irrevocable for the term of this Agreement, and thereafter unless the individual member shall submit in writing a revocation of said authorization by certified mail to the Federation's office and to the district Secretary during any period of fifteen days prior to the expiration of this Agreement or succeeding Agreements.
2. Effective Sept. 1, 2017 the Board shall provide payroll deduction for voluntary contributions to the AFT Pennsylvania Committee to Support Public Education (AFTPa/CSPE) as follows:
 - a. The Federation shall submit to the Business Manager's office voluntary, signed AFTPa /CSPE payroll deduction authorization cards.
 - b. The voluntary signed AFTPa /CSPE payroll deduction authorization cards shall specify the amount to be deducted from the pay of the bargaining unit members.
 - c. Revocation of an authorization will not be effective during the school year (September through June). Any such revocation must be submitted in writing by the Federation member to the Business Manager of the District and to the Treasurer of the Dunmore Federation of Teachers and shall become effective with the start of the next school year.
3. The voluntary deductions and a list of the employees from whom these AFTPa /CSPE deductions have been made shall be forwarded to the Federation Treasurer on a monthly basis, no later than thirty (30) days after such deductions were made.
4. The Federation agrees to defend, indemnify, and hold harmless the Board, District, and any of its agents, in connection with any costs or litigation arising out of any deductions made pursuant to this Section.

8. The Superintendent or his designee shall make a decision and communicate it in writing to the complainant, the Federation Building Representative, the Federation President or his designee and the Principal within five days after the completion of the conference.

a) Any time after the Superintendent's level either party may invoke the services of the Pennsylvania Bureau of Mediation to attempt to adjust the grievance to the mutual satisfaction of the District and the Federation.

9. The complainant, through the Federation, may appeal in writing from the decision of the Superintendent to the Board of School Directors.

10. The Board of School Directors or its authorized committee shall meet and confer with the complainant, the Federation Building Representative, the Federation President or his designee, and such Federation staff representatives or counsel as the Federation desires before the next regularly scheduled meeting of the Board.

11. The Board shall make a decision within 30 days following the conference, and communicate it in writing to the complainant, the Federation Building Representative, the Federation President or his designee, the Superintendent, and the Principal within five days of the decision.

12. The Federation only may appeal within 30 days of the decision of the Board to the American Arbitration Association for arbitration under its rules. The Arbitrator shall hold a hearing within twenty days of his selection. Five days' notice will be given to all parties of the time and place of the hearing. Within twenty days of the hearing the arbitrator shall render his decision in writing. The decision shall be final and binding on the parties. The cost of the arbitrator shall be shared equally by the parties.

13. A grievance based on the action of authority higher than the principal shall be initiated at that step of this grievance procedure. The general procedures relating to that step shall apply to the presentation and adjustment of the grievance, including the right of appeal.

14. Failure to communicate at any step of this procedure within the specified time limit shall permit it to be advanced to the next higher step. Additional time at a specific step of this procedure may be granted by mutual agreement between the parties.

15. Conferences and hearings held under this grievance procedure shall be scheduled at a time and place which will afford a fair and reasonable opportunity for all persons entitled to be present to attend, including witnesses.

XII. PROFESSIONAL OPPORTUNITIES:

1. Openings for all positions which have been vacated for any reason, promotion, extracurricular activities, and newly created jobs, including those funded in whole or in part by or from sources other than the School District of Dunmore, shall be posted in places accessible to and normally frequented by all teachers at least fifteen days before the position is to be filled. During vacation periods, employees will be notified by e-mail. The posting shall include the locations of the position, the salary to be paid, and specific instructions for making application.

XV. PROFESSIONAL EVALUATION AND ASSISTANCE:

1. New Teachers: The Board shall continue to provide special attention, supportive help, and guidance in classroom techniques to new teachers. All available resources including principals, vice-principals, department heads, supervisors, and coordinators, as well as the experience and diverse abilities of all teachers should be utilized to help orient the new teachers.
2. Evaluation of Teacher Performance: All evaluations of teachers, excepting for those ratings provided and mandated by law, shall be on the basis of a written appraisal commentary. All such evaluations by the principal are to be included on the visitation performance appraisal form. A copy of this evaluation by the principal and principal's comments shall be given to each teacher in time to give the teacher adequate opportunity to decide whether he desires to confer with the principal concerning the evaluation. These conferences must occur within ten days after the teacher is furnished a copy of his rating. If a teacher makes a conference request, the principal shall consult with the teacher about his rating before it is placed in the official file. A copy of his evaluation, as intended to be placed in the official file, shall be given to each teacher. Within ten days after the teacher's receipt of such copy he may do as follows: The teacher may furnish to the principal his written self-evaluation and supporting facts, in duplicate, concerning his evaluation. One copy of the self-evaluation shall be placed in the official file, together with the principal's response, if any, a copy of which shall also be promptly given to the teacher. If this procedure is used by the teacher, the self-evaluation by the teacher and written response by a principal shall be made on the visitation performances appraisal form or an addendum thereto.
3. "Substantial differences in rating" as used in the Pennsylvania School Code is the "difference between satisfactory and unsatisfactory". There shall be no difference between any two "satisfactory" ratings. The performance of teachers in the classroom may be observed at any time for evaluation purposes, but observations made during the first two weeks, or over the last two weeks, of the school year may not be the only consideration included in the teachers' rating.

XVI. STAFF POSITIONS OR ASSIGNMENT REDUCTIONS & JOB SECURITY:

1. The Board shall inform the Federation of any contemplated reduction in staff positions or assignments.
2. It is recognized and agreed by the parties that any layoff (or suspension under the terms of the Pennsylvania School Code) is governed by the provisions of the School Code and other applicable laws as well as by the applicable provisions of this Agreement.
3. It is further recognized and agreed that, in the past, all layoffs or suspensions of teachers have been based on seniority in the Dunmore School District. The parties hereby declare their Agreement, where layoffs or suspensions are necessary, to continue this same practice.
4. Teachers faced with a layoff must be notified of that layoff not later than sixty (60) days prior to the start of the school year.
5. Teachers who face layoff and are not recalled shall continue to have priority of placements as: (a) permanent substitutes; (b) long-term substitutes; or (c) day-to-day substitutes on the basis of district seniority and certification in the order listed. A teacher's position on the Recall List and that teacher's right to be recalled will not be affected by the teacher's not electing one or more of these options.
6. A furloughed teacher may elect to go on layoff and continue participation in the District's life insurance or medical and hospitalization coverage, or all of these coverages, by paying the full costs of same each month to the District. This option as it applies to Medical and Hospital Insurance is subject to the provisions of the Consolidated Budget Reconciliation Act (COBRA) as mandated by Federal Legislation.

3. A Professional Employee may convert up to three (3) of the allowable ten (10) sick days into 1/2 sick days so that no more than six (6) 1/2 day sick days may be used per school year. These 1/2 days may only be used by Professional Employees for purposes related to medical care for themselves or immediate family member. Requests for 1/2 day sick days must be made within five (5) school days when possible and documentation of any medical visit must be presented following use of the 1/2 day sick day. A half day constitutes three and one half (3.5) hours from the beginning of the school day for a morning (AM) request and three and one half (3.5) hours before the end of the school day for a PM request.

4. Sick Bank – Appendix A.

XX. SENIORITY:

1. An educator's ability and seniority on the present staff shall be among the factors considered in filling vacancies and new positions, and in making transfers.

XXI. SALARY CHECKS:

1. There will be mandatory direct deposit for all employees.

XXII. SUMMER PAY:

1. The teacher's salary will be divided into twenty-six (26) equal pay periods. On the twenty-first (21st) pay period day, the teacher may request to receive his or her pay for the twenty-second (22nd), the twenty-third (23rd), the twenty-four (24th), the twenty-fifth (25th), and twenty-six (26th) pay periods.

XXIII. TEACHER-ADMINISTRATOR CONFERENCES:

1. Teachers-Administrator Conferences: Discussion between administrators and teachers shall be conducted in a professional manner and on a professional level, and when appropriate, take place in an atmosphere of privacy
2. A Teacher is entitled to have a Federation Representative of his or her choice present for conferences with the Administration in accordance with Federal regulations and the Weingarten Ruling.

PART D TEACHING CONDITIONS

XXIV. SCHOOL DAY:

1. The school day for all teachers shall be 7 hours, 10 minutes, from the time they are scheduled to report, including preparation periods and including a duty free lunch period. Elementary teachers will have a thirty (30) minute duty free lunch period per day. Middle and High School teachers will have one duty free lunch period per day. At the Elementary level twelve (12) minutes shall be utilized for recess, library visitation, and other meaningful educational programs. Elementary teachers shall receive 225 minutes of preparation time per week. Middle and High School Teachers shall have five (5) preparation periods per week. Preparation time or periods are defined as time free from supervising students, or attending meetings. No more than two faculty meetings will be held per month. The preceding is subject to modification in meeting unique needs, provided that there is no increase in the total teacher hours of work.

XXVIII. POSTING OF TEACHER'S SCHEDULES:

1. Teachers will be notified of their tentative teaching schedule for the following school year no later than the end of the school year. Any changes to the tentative schedule shall be forwarded to the teacher no later than August 15th.
2. The principal of each building shall forward a copy of the **final** teaching schedule of all professional employees to the Superintendent of Schools, with a duplicate copy going to the President of the Federation or his designee. The schedule copy shall be compiled when all schedules are finalized, that is, after the opening of school.

XXIX. SPECIAL EDUCATION:

1. All Special Education teachers and therapists who are required to write I.E.P.'s for their students shall be provided with a minimum of two (2) days of released time annually from classroom duties to prepare the I.E.P.'s. Additional days with approval of the Superintendent

XXX. CLASS SIZE:

1. Continuing efforts will be made to limit class size to 30 pupils with shop classes limited to 15 and English classes to 25.

XXXI. NUMBER OF CLASSES:

1. Secondary teachers shall carry a schedule of five (5) teaching periods and two (2) duty periods per day, or six (6) teaching periods per day and one (1) duty period. The addition of a teaching period will not be added as a means to furlough any teacher.
2. All Advanced Placement Teachers can teach five (5) classes with one duty or six (6) classes with NO DUTY whenever possible.

XXXII. SUBJECT PREPARATION:

1. No teacher shall have more than two subject preparations except by mutual agreement between the Administration and Federation representatives.

XXXIII. WORKING CONDITIONS:

1. Teachers shall carry out their duties under safe and healthful conditions.

XXIV. TEACHER'S LOUNGE:

1. Every effort will be made to equip each school with a clean, comfortable furnished lounge for the teachers.

PART F

SPECIAL PROFESSIONAL CATEGORIES

XXXVIII. DEPARTMENT HEADS:

1. Department Heads at Dunmore Junior Senior High School shall have no more than six teaching periods per day and may be assigned one duty period per day. Department Heads shall receive additional compensation of \$1,100.00 per year.
2. Team Leaders: Team Leaders at the Dunmore Elementary Center shall receive additional compensation of \$1,100.00 per year.
3. Each Department Head or Team Leader will be required to meet with the school Administrators after school hours for two (2) hours every other month for five (5) meetings on educational issues. A copy of the Agenda and outcomes of the meetings will be forwarded to the Superintendent within ten (10) days. Reimbursement per Article ~~XXXV~~ to maximum of \$500.00.

XXXIX. SPECIALISTS:

1. In the event that a specialist teacher is assigned to instruct a class, excepting in areas of innovative programs, library or small group remedial or enrichment instruction, the classroom teacher may remove himself from the teacher situation to engage in unencumbered self-directed preparation.

XL. ADMINISTRATORS:

1. The Board may assign no more than three professional employees listed as Administrators to teaching duties for a maximum of three periods per day. During the term of this contract, it is not the intention of the Board to furlough teachers as a result of utilizing Administrators to teaching assignments.

XLI. SUBSTITUTES:

1. The District will make every effort to place qualified substitute teachers when needed. Administrators will make every effort to rotate teachers to cover classes when substitutes are not available, so that the same teachers are not consistently covering classes during their preparation time.
2. The District will assign mentor teachers to Long Term Substitutes.

XLII. FURLOUGHED TEACHERS AS LONG TERM SUBSTITUTES:

1. No person shall be appointed as a "long term substitute" as long as there is a furloughed and certified teacher available and willing to accept the position.
2. Furloughed teachers serving as "long term substitutes" shall be placed on that step of the salary schedule to which they are entitled at the time of furlough.
3. Furloughed teachers serving as "long term substitutes" shall have all benefits available to the regularly-appointed professional staff.

PART G
SALARY SCHEDULES AND FRINGE BENEFITS

XLV. LIFE INSURANCE:

1. The Board shall pay in its entirety the premiums of life insurance policies for each professional employee. The amount of coverage will be \$50,000.00.

XLVI. REIMBURSEMENT FOR GRADUATE CREDITS:

1. Teachers taking pre-approved college or university credits for the purpose of improving their professional qualifications shall be reimbursed by the Board at 65% of the cost per credit, with a maximum reimbursement of \$270 per credit. A teacher shall not be reimbursed for more than 12 credit hours per year. The 12 credit hours may be taken at any time during the year including summer. The Superintendent of Schools may approve additional credits per summer. Teachers who are actively enrolled and have earned 50% of program credits at the time of ratification of this contract will be grandfathered in under the previous agreement for a maximum of one year.
2. Prior to taking any course the professional employee shall make application and receive approval that such course(s) to be taken are improving the professional qualifications of the teacher. These provisions shall apply after the completion of one year of teaching.
3. Credits taken to earn the Instructional II Certificate will not be reimbursed.
4. Teachers taking credits for Certification to Teach Advanced Placement courses shall be reimbursed 100% of the total course cost. Prior approval of the Superintendent of Schools must be received for teachers interested in taking these courses.

XLVII. MASTER'S DEGREE:

1. Teachers shall be placed in the Master's Lane of the salary scale at the appropriate step immediately upon attainment of the Master's Degree, the Master's Equivalency, or the Master's Plus 30 Step, and the salary shall be pro-rated for the school year. Proof of course completion and/or college transcript must be presented prior to payment.

XLVIII. MEDICAL AND HOSPITAL INSURANCE:

1. **Health Insurance:** The Board will provide health insurance benefits to all professional employees and their dependents.

For the 2022-23, 2023-24, 2024-25, 2025-26, 2026-27 School Year the Federation will pay the co-pays for all of the following:

- \$20 for Primary Care
- \$40 for Specialists, Urgent Care, and Home Health Visits
- \$40 for Chiropractic, OT, PT, and Speech Therapy
- \$75 for Emergency Room visit (if not admitted)
- \$75 for MRIs, MRAs, CAT & PET scans, Nuclear Cardiology

LII. LEGAL SERVICE:

1. If criminal proceedings are brought against a member of the bargaining unit alleging any wrong doing in connection with his employment, or in carrying out any policy of the employer or his agents, the employee may request of the Board legal counsel, with the Board solely responsible for determining if the Solicitor will represent the employee. These services of the Solicitor, if provided, will be made available to the member of the bargaining unit at no cost to same.

LIII. CREDIT IN SALARY FOR PREVIOUS TEACHING EXPERIENCE:

1. A newly appointed professional employee shall receive no more than a five-year adjustment in salary for teaching experience performed with a valid certificate in another school system.

LIV-A. EARLY RETIREMENT INCENTIVE PLAN:

1. Conditions for Eligibility
 - a. The individual must be retiring under the provisions of the Pennsylvania School Employees Retirement System (PSERS) and must submit verification that such retirement has been applied for before the early retirement will be accepted.
 - b. The individual must be a Professional Employee of the Dunmore School District and not currently on a Board approved or Disability Leave of Absence.
 - c. The individual seeking retirement must submit written notification of his or her intention to retire by March 1, of the appropriate contract year, at the Office of the Superintendent of Schools.
2. Criteria for Eligibility
 - a. The Dunmore School District extends to each Professional Employee the Early Retirement Incentive Program who meet any one of the following qualifying events.
 - i. Each Professional Employee who completes their 30-34.5 of PSERS Retirement Credit by June 30, of each contract.
3. The Plan: % of Final Salary 90 %
 - a. Payment would be made by determining the prospective retiree's final base contract salary for the appropriate school year. Ninety per cent (90%) of the resulting amount would be divided by five (5) equal lump sum payments beginning July 1, of that year, continuing each year for five (5) years.
4. Forfeiture of Payment
 - a. Any employee who retires under this plan and thereafter returns to employment under the Pennsylvania School Employees Retirement System shall forfeit any payment not already paid pursuant to this plan.
5. Additional Benefits
 - a. The benefits under this Early Retirement Incentive Plan shall be in addition to any retirement benefits provided in the Professional Negotiation Agreement existing between the Board of Education of Dunmore School District and the Dunmore Federation of Teachers.

3. The District in developing this Plan understands that all eligible employees must participate in this Plan. As such, participation is mandatory. Funds to be included in this Plan will include Early Retirement Incentive and Unused Sick Day Allowance. The District's decision to offer the Plan and this policy in no way constitute an endorsement of any investment offered as part of the Plan. Each participant must establish an account with the District's ECP Money Market Mutual Fund before payments can be made. The District will engage a Financial Planner to assist the Retiree in this process.

4. The District will establish and maintain the ECP for the life of this Agreement or as long as Employer payments are made to the Fund in accordance with IRS Section 405(b) regulations and the Money Market Fund Account policies.

5. The Plan shall make payments in accordance with the Collective Bargaining Agreement between the School District and the Dunmore Federation of Teachers.

MASTERS

2021-22		2022-23		2023-24		2024-25		2025-26		2026-27	
										1	48400
								1	47400	2	48800
						1	46400	2	47800	3	49400
				1	45400	2	46800	3	48400	4	50000
		1	44400	2	45800	3	47400	4	49000	5	50500
	1	2	44800	3	46400	4	48000	5	49500	6	51500
1	42400	3	45400	4	47000	5	48500	6	50500	7	52100
2	42800	4	46000	5	47500	6	49500	7	51100	8	53200
3	43400	5	46500	6	48500	7	50100	8	52200	9	54500
4	43900	6	47500	7	49100	8	51200	9	53500	10	55500
5	44500	7	48100	8	50200	9	52500	10	54500	11	56700
6	45500	8	49200	9	51500	10	53500	11	55700	12	58900
7	46100	9	50500	10	52500	11	54700	12	57900	13	60900
8	47200	10	51500	11	53700	12	56900	13	59900	14	62300
9	48500	11	52700	12	55900	13	58900	14	61300	15	64500
10	49500	12	54900	13	57900	14	60300	15	63500	16	67700
11	50700	13	56900	14	59300	15	62500	16	66700	17	74300
12	52900	14	58300	15	61500	16	65700	17	73300	TOP	83100
13	54900	15	60500	16	64700	17	72300	TOP	82000	TOP	83100
14	56300	16	63700	17	71300	TOP	81000	TOP	82000	TOP	83100
15	58500	17	70300	TOP	80000	TOP	81000	TOP	82000	TOP	83100
16	61700	TOP	79000	TOP	80000	TOP	81000	TOP	82000	TOP	83100
17	68300	TOP	79000	TOP	80000	TOP	81000	TOP	82000	TOP	83100
TOP	77000	TOP	79000	TOP	80000	TOP	81000	TOP	82000	TOP	83100

For the Contract Years: 2022-23, 2023-24, 2024-25, 2025-26, 2026-27

Extracurricular

	<u>Step</u> <u>1</u>	<u>Step</u> <u>2</u>	<u>Step</u> <u>3</u>	<u>Step</u> <u>4</u>	<u>Step</u> <u>5</u>	<u>Step</u> <u>6</u>	<u>Step</u> <u>7</u>	<u>Step</u> <u>8</u>
AD	6993	7083	8639	8812	9076	9348	9628	9917
Band	4427	4516	5572	5683	5853	6029	6210	6396
Band Asst.	1534	1622	2013	2053	2115	2178	2243	2310
Baseball	3855	3945	4926	5025	5176	5331	5491	5656
Baseball Asst.	3211	3300	4162	4245	4372	4503	4638	4777
Baseball JV	2859	2948	3771	3846	3961	4080	4202	4328
Baseball Jr Hi	2859	2948	3771	3846	3961	4080	4202	4328
Basketball B	5062	5150	6705	6839	7044	7255	7473	7697
Basketball G	5062	5150	6705	6839	7044	7255	7473	7697
Basketball B-JV	3688	3778	4870	4967	5116	5269	5427	5590
Basketball G-JV	3688	3778	4870	4967	5116	5269	5427	5590
Basketball Fresh-B or G	3478	3568	4526	4617	4756	4899	5046	5197
Basketball 7 & 8 - B	3478	3568	4526	4617	4756	4899	5046	5197
Basketball 7 & 8 - G	3478	3568	4526	4617	4756	4899	5046	5197
Basketball Cheer	2703	2791	3439	3508	3613	3721	3833	3948
Basketball Cheer Asst	1623	1679	2061	2102	2165	2230	2297	2366
Chorus	3120	3209	3982	4062	4184	4310	4439	4572
Crimsonettes	3326	3416	4233	4318	4448	4581	4718	4860
Crimsonettes Asst	1623	1679	2061	2102	2165	2230	2297	2366
Cross Country	3469	3559	4590	4682	4822	4967	5116	5269
Drama	3326	3416	4234	4319	4449	4582	4719	4861
Drama Asst.	1534	1622	2013	2053	2115	2178	2243	2310
Football	6320	6409	8131	8294	8543	8799	9063	9335
Football Asst. 1	3761	3851	4870	4967	5116	5269	5427	5590
Football Asst. 2	3761	3851	4870	4967	5116	5269	5427	5590
Football Asst. 3	3761	3851	4870	4967	5116	5269	5427	5590
Football Asst. 4	3761	3851	4870	4967	5116	5269	5427	5590
Football Asst. 5	3761	3851	4870	4967	5116	5269	5427	5590
Golf	3340	3428	4170	4253	4381	4512	4647	4786
Golf-Asst	1500	1500	1500	1530	1576	1623	1672	1722
Mock Trial	1200	1300	1400	1428	1471	1515	1560	1607
Newspaper	2226	2315	2893	2951	3040	3131	3225	3322
Public relations	1564	1604	1953	1992	2052	2114	2177	2242
Soccer B or G	4064	4153	4926	5025	5176	5331	5491	5656
Soccer Asst B or G	3495	3584	4162	4245	4372	4503	4638	4777
Soccer - Jr Hi	2859	2948	3771	3846	3961	4080	4202	4328

Coaches Post Season Stipend:

Coaches/Club Leaders receive an additional stipend for each of the following Playoff Levels COMPLETED:

Team qualification: Payment to be made for each level completed not for games played at each level.

Individual qualification: Sports that qualify individual athletes, coaches are paid for each level completed, not per athlete.

	Individual Sport		Team Sport			
Level	I	II	I	II	III	IV
	District Final Qualification	State Qualification	District Semifinals Qualification	District Finals	First Round State Qualification	State Championship Final round Qualification
Team Head Coach	\$200	\$250	\$250	\$350	\$450	\$500
Team Asst Coaches	\$100	\$150	\$100	\$200	\$250	\$300
Band head (when applicable)	\$175	\$175	\$175	\$175	\$175	\$175
Band asst (when applicable)	\$100	\$100	\$100	\$100	\$100	\$100
Crimsonette head (when applicable)			\$175	\$175	\$175	\$175
Crimsonette Asst (when applicable)	—	—	\$100	\$100	\$100	\$100
Cheer head (when applicable)	—	—	\$100	\$100	\$100	\$100

7. A member may apply for withdrawal from the sick leave bank because of major surgery, cardiovascular illness, respiratory illness, brain and nerve injury which affects the locomotion system, malignancy, injury resulting from accidents or an illness or accident which causes disability. The sick leave bank is reserved for members, member's spouses, or immediate family member to which these catastrophic illnesses or accidents occur. Any unused sick days withdrawn from the bank shall be returned to the bank.
8. No member may withdraw more than forty five (45) days per school year.
9. Withdrawal of sick days from the bank shall be on a consecutive day basis.
10. Withdrawal of sick days from the bank shall only be allowed when all of the individual candidate's accumulated sick days have been used up.
11. Nothing contained herein shall be constructed to modify the discretionary powers of the Board of School Directors to grant additional leave.

MARCH SUPERINTENDENT'S NOTES 3/17/22

- I would like to recognize and congratulate one of our students who is a junior. Ayman Mounota has made it to the top ten national in THE CHALLENGE PROGRAM. Along with Mrs. Balderson, Ayman's guidance counselor, a Zoom interview took place with the organization. Ayman did not make it to the top three finalists. She was the first winner in our School's history. She was awarded \$500 from the Moffitt Foundation. This is an honor for Ayman, Mrs. Balderson and our District.
 - The judged areas included: academic achievement, academic excellence, STEM, community service and attendance.
- I would like to recognize, congratulate and thank Miss Megan Dempsey and her classes for their efforts. They annually make pillows for breast cancer patients in our area. We received a heart-felt thank you note to Miss Dempsey and her classes for their great work from Dr. Tim Farrell, Chief of Surgery at Geisinger.
- I want to update everyone in regards to our Dual Enrollment partnership with Lackawanna College. We have over 30 students enrolled in classes that will produce college credit that is transferrable to just about any school in the country. We received a gift from Fidelity Bank for close to \$6,000. Our District uses other endowments to cover the cost of nearly 185 credits. This is a tremendous advantage and opportunity for our families and students.
- I would like to make everyone aware of some projects that Mrs. Behler and our students at DEC are working on in the area of STEM education.
 - Weather Project – 6th grade students are working to deliver weather forecasts to the entire school. These will be recorded and uploaded to the DEC WEATHER GOOGLE site.
 - Girls STEM Competition – three teams of 4th, 5th and 6th grade students – meet on Tuesdays after school to prepare for the event at Valley View High School on Saturday, April 23.
 - The event is multi-faceted and exciting, our students are doing a great job and working hard in anticipation of the event
 - Thank you to Mrs. Behler – If anyone would like to see the details of the event, I have them – it is very impressive.

- D. Motion by Ms. Libassi seconded by Mr. Hunt to approve Payment for LIST OF BILLS: \$617,682.06.
ALL PRESENT WERE IN FAVOR
- E. Motion by Mr. Hallinan seconded by Mr. Kranick to accept Activities Reports for month(s) of FEBRUARY 2022.
ALL PRESENT WERE IN FAVOR
- F. Motion by Ms. McDonough seconded by Mr. Hallinan to Wage Tax-Collector's Reports For month (s) of FEBRUARY 2022.
ALL PRESENT WERE IN FAVOR
- G. Motion by Mr. Butler seconded by Mr. McHale to approve a five (5) year lease for Copiers with TOPP Copy for \$3,710.99 per month.
ALL PRESENT WERE IN FAVOR
- H. Motion by Mr. McHale seconded by Ms. Libassi to accept appraisal of \$190,000 Pinkus And McCarthy property (Riccardo's Market, Wheeler Ave)
ALL PRESENT WERE IN FAVOR
- I. Motion by Mr. Butler seconded by Mr. Kranick to approve a Contract Extension Between the Dunmore Federation of Teachers and the Dunmore School District for A five (5) year term beginning September 1, 2022 and ending August 31, 2027.
(See attached)
ALL PRESENT WERE IN FAVOR
- J. Motion by Mr. McHale seconded by Mr. Hallinan to approve payment for an appraisal Of the APEX Waste Service property pending the selection of an appraiser at a cost no Greater than \$4,000. The Dunmore School District's share of the cost would be 50%. (Borough of Dunmore and Lackawanna County share the other 50%)
- VII. NEW BUSINESS
Ms. Libassi stated enjoyed doing Interviews, would like new hires come to meetings when we vote.
- VIII. PRESIDENT'S REPORT
Mr. Muracco congratulated all the Athletics from Winter Sports
- IX. SUPERINTENDENT'S REPORT – See Attached.
- *** ACCEPTANCE OF REPORTS
Motion by Mr. Hallinan seconded by Mr. McHale to accept the Superintendent's Report and make it part of the MINUTES.
ALL PRESENT WERE IN FAVOR
- X. ADJOURNMENT
Motion by Mr. Kranick seconded by Mr. McHale 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