



# **Lackawanna City School District**

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**November 16, 2016**

**Dear Parents/Guardians:**

**The Lackawanna City School District has been working to increase security in all buildings. As a result, we have procedures in place for the elementary buildings as well as the secondary campus.**

**We are currently addressing the McKinley Administration Building and have adopted a new security procedure that requires entry to all offices by appointment only and is effective immediately.**

**Here is a list of phone numbers you may need:**

**827-6706 Board Clerk  
827-6708 Business Office  
827-6726 Home Schooling  
827-6703 Registration  
827-6744 Personnel  
827-6728 Special Education  
827-6767 Superintendent  
827-6768 Transportation**

**Be sure to call the appropriate office to schedule an appointment to conduct any pertinent business you may have with the District.**

**Sincerely,**

**Anne G. Spadone  
Superintendent**