

SNOW DAY PROCEDURES

The following information came from the district as a reminder of the procedures for the winter months:

1. Faculty / Staff: Make sure your cell phones are working and that the office has your correct number.
2. Watch or listen to the weather report each night.
3. If a storm is predicted that appears might cause a school closure, the district team will meet at 5:30 a.m. to review the situation. The decision will be made by the Superintendent or Assistant Superintendent of Business Services by 6:15 a.m.
4. A decision to close schools will be communicated by (a) radio and television stations, and (b) cell phones and/or school phones using the calling tree to home phones.

Note: No announcement will be made if the decision is to keep schools open.

5. If the decision is to close schools, it will be necessary for the principal, a custodian, and a secretary to be at the school, if possible, to handle phone calls, emergencies, etc.