

MONROE COUNTY COMMUNITY SCHOOL CORPORATION

February 2014

FOR INFORMATION: School Closings and Delays

In preparation for weather that would cause a delay or cancellation, please find frequently asked questions, as well as procedures followed in the event of a school delay/closing:

How is the decision to delay or close schools made? The decision to delay start of school or to cancel for the day is made based on weather conditions, considering the current situation, such as temperature and weather forecasts.

How is the decision made? The safety and well-being of our students and staff is a top priority during inclement weather. The Directors of Building Operations, Transportation, and Planning/Safety begin the process – typically early in the morning (about 3 a.m.) – by driving roads, checking with local law enforcement and city, county and state highway officials. Transportation Directors from surrounding school systems are contacted to compare information.

When all information is collected, a recommendation is made to the Superintendent on the cancellation or delay.

If the decision is based on cold rather than inclement weather, the wind-chill factor is taken into consideration. For example zero without wind may not be as hazardous as a temperature of 10 with a wind-chill factor that brings the temperature to -5.

On some occasions a decision will be made to delay the start of school rather than to cancel for the day. This is especially true when the forecast projects frigid weather, fog, or snow. A delay usually assures that students will be picked up when it is daylight and perhaps the sun will even be shining to take away some of the chill.

When is the decision made and how can I find out if school is delayed or closed? The decision is made as early as possible, but normally by 5:30 a.m. Once a decision is made, radio and television stations are notified and the website stoplight is changed. Additionally, the announcement is recorded on the main switchboard at the Administration Center (330-7700) and a messaging system relays the information to Staff and Parents.

Why not just decide to close school (or delay) based on the weather forecast the night before? It is very difficult to make a decision to delay or close school based on a predicted forecast, especially when the forecast relates to snow. The decision will typically be made in the morning, based upon all factors addressed above.

When is a decision made to dismiss students early? Early dismissals are never an easy decision. Every attempt will be made not to dismiss school early during the day because we recognize that often means no one is at home to meet students. However, rapid weather changes and safety can dictate the need for early dismissal. Please discuss this possibility with your family and have a plan in place should this occur.

In the event of an early dismissal at the elementary level, the MCCSC School Age Care afterschool program will open at dismissal time and remain open until the last child is picked up. Elementary students not picked up by parents at dismissal time will be sent to the School Age Care program until parents can be reached for pickup.

Be assured that we make such decisions weighing many factors. Most importantly, the safety of our students and staff is always our primary focus. We will strive to make decisions as early as possible so that parents and daycare providers can be notified promptly, however, there are times when decisions may have to be made to

ensure student's safety that may be later than would be optimal. MCCSC will use the following methods to communicate with families in the event of an early dismissal:

- MCCSC School Messenger notification by e-mail or text alert
- MCCSC Website (www.mccsc.edu) and MCCSC Social Media (Twitter @MCCSC_EDU and Facebook at www.facebook.com/MonroeCountySchools)
- MCCSC Main Switchboard at (812) 330-7700.
- Local and area media will be notified.

I think schools should have been closed – it is not safe to be on the road and I don't want my child to go out in this weather. Each parent has a right to determine if his/her child will go to school. If the parent feels it is unsafe, he/she has every right to keep the child at home. The child will be counted absent with parent consent but he/she may make up any work missed.

Do we have to make up days missed? If school is delayed, the Corporation does not have to 'make up' that lost time. If school is canceled, typically, the day(s) canceled must be made up.

PROCEDURES FOR CANCELING ATHLETIC/EXTRACURRICULAR EVENTS

ALL SCHOOLS CLOSED

At the Elementary and Middle Schools, all practices, extracurricular activities, and athletic events are canceled for the day. At the High Schools, if the weather improves, the Sponsor/Athletic Director will recommend to the High School Principal, who will work directly with the Director of Building Operations to determine if students should voluntarily have practice, activities or athletic events after 1:00 pm. The Director of Building Operations will work with the Directors of Transportation and Planning/Safety to make this determination. If the decision is made to allow any event, the Directors of Building Operations will update the Superintendent immediately.

Ready Set Grow and School Age Care Programs are canceled.

If all schools are closed on Friday, Saturday School is canceled regardless of the weather situation on Saturday.

If there is no question regarding safety of students, Saturday practices/activities/events will not be affected. However, if weather/ road conditions warrant reconsideration, the Directors of Building Operations, Transportation, and Planning/Safety will decide if students can be safely transported via school buses and/or school-owned vehicles. The principals of schools involved will consult with the Director of Building Operations early in the day to determine the advisability of canceling activities/events on Saturday. A recommendation will be made to the Superintendent from the Director of Building Operations. A system-wide decision will be reached and reported to the news media in the same manner as school closings/delays/early dismissals on regular school days.

ALL SCHOOLS DELAYED

After school and evening practices/activities/athletic events not affected. Before school activities are delayed. Ready Set Grow and School Age Care Programs operate on regular schedule.

ALL SCHOOLS DISMISSED EARLY

All after-school activities, including practices and athletic events, are canceled for the day. After-school School Age Program operates on regular schedule.

ALL SCHOOLS DISMISSED EARLY ON FRIDAY

All after-school activities, including practices and athletic events, are canceled for the day. Saturday School is canceled, regardless of weather situation on Saturday. If there is no question regarding safety of students, Saturday practices/activities/events will not be affected. However, if weather/road conditions warrant reconsideration, Directors of Building Operations, Transportation, and Planning/Safety will decide if students can be safely transported via school buses and/or school-owned vehicles. The principals of schools involved will consult with the Director of Building Operations early in the day to determine the advisability of canceling activities/events on Saturday. A recommendation will be made to the Superintendent; a system-wide decision will be reached and reported to the news media in the same manner as school closings/delays/early dismissals on regular school days.

Please note the following schedule for DELAYS:

	<u>Monday-Tuesday-Thursday-Friday</u>	<u>Wednesday</u>
Morning Kindergarten-----\ & Special Ed Pre School----- /	Do NOT report	Do NOT report
All Day Kindergarten	10:35 am	10:35 am
Elementary Schools	10:35 am	10:35 am
Middle/High Schools	9:40 am	9:40 am

MEDIA CONTACTED WHEN SCHOOLS ARE DELAYED OR CLOSED:

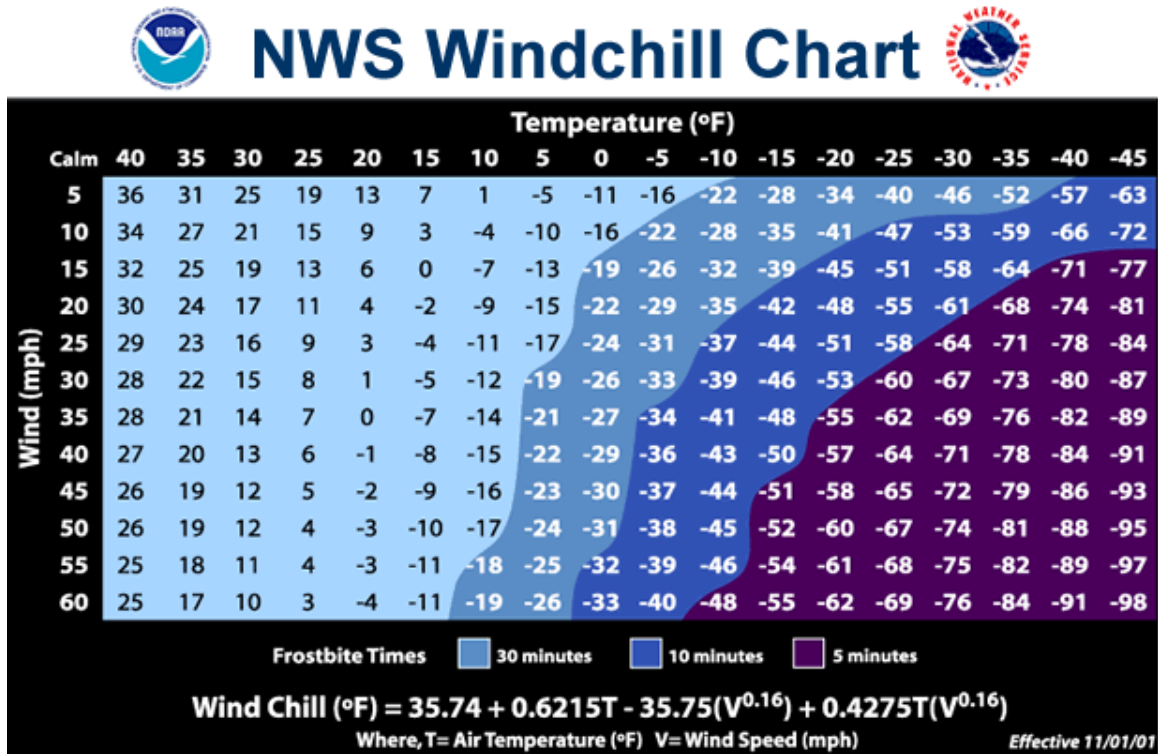
Central Dispatch	WHCC 105.1 or B97
County Highway Department	WISH TV- Channel 8
Herald-Times	WKKG/WCSI/WNVI/Oldies 104/Y106
Oldies 105 WQRK/WBIW/WQRJ	WQKC/WXKU
KORN 100.3/QMIX 107.3	WRTV-TV, Channel 6
WAVE	WTHR-TV, Channel 13
WCBK-FM 102.3	WTTS 92.3/WGCL1370
WCLS 97.7	WTTV 4
WFHB 91.3	WVNI-FM, Spirit 95
WFIU 103.7/ 95.1/ 106.1/ 100.7	WXIN-FOX 59

WELLNESS PROGRAM

Outside Recess Weather

A. **Temperature** – MCCSC uses a temperature range that is considered too cold for outside recess if temp

is 18-23 degrees with wind-chill (depending upon location of playground and sunshine).
 Calculation tool for wind chill is found on Department of Education web link
<http://www.nws.noaa.gov/om/windchill/>



- B. **Threatening Weather** – Cancel recess and/or bring students inside in an orderly manner if lightning is spotted or thunder is heard. The sky must be free of thunder and lightning for 30 minutes to be considered clear.

Administrative Guidelines 2413-02
 Approved by the Superintendent 7/12/06