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*"Excellence Through Innovation."*

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**November 2016**

**Dear Parents:**

The winter season is here and with it comes the possibility of an early dismissal, a 2-hour delay or the closure of school due to inclement weather. As a district, we understand the decision to open or close schools in bad weather has a big impact on families and that students are served best by being in school. However, our top priority is the safety of our students.

**How do we make school closing decisions?**

The decision to dismiss early, delay or close the schools is based on a careful analysis of all the relevant factors, including: road conditions throughout the district, the amount of snow and ice, the weather forecast, temperatures, wind chill factors and what the surrounding townships are planning for plowing schedules given the timing of the storm. The Superintendent of Schools is responsible for the final decision based on the above factors and input from the transportation contractor and collaboration with surrounding school Superintendents.

**When is the decision made?**

The decision is typically made by 6:00 a.m. in order to notify the media and the bus drivers.

**How is the public notified?**

The school district website is the best source of information on school closing and delayed openings. On television, tune in to WBAY (ABC – Channel 2), WFRV (CBS – Channel 5), WGBA (NBC – Channel 26), or WLUK (FOX – Channel 11). On the radio dial, tune in to WRPN (1600 AM). The WRPN-AM website is also updated for any school delays or closings. Parents will also be notified by phone using the Infinite Campus Messenger calling system.

**What does a 2-hour delay mean?**

In the event of a delayed opening, all bus routes are delayed by 2 hours. If the roads are not cleared, or the storm does not proceed as predicted, another decision to close schools for the entire day may be made by 8:00 a.m., so it is important for students and parents to continue to monitor the situation whenever a 2-hour delay is announced. (Note: A 2-hour delay on a Wednesday will result in the cancellation of the normal late-start meetings and schedule. The day would follow the regular 2-hour delay schedule with school beginning at approximately 10:00 a.m.)

**What about early closings?**

Every effort is made to keep students in school for their full day once they arrive. If conditions are severe and warrant an early closing, the information will be on the district website and posted on TV stations. In addition, parents will be notified by phone using the Infinite Campus Messenger System. Be sure the District has your current contact telephone numbers. Parents should discuss a plan with their child regarding what the child should do in the event s/he should arrive at home first (ex. having the child report directly to the home of a trusted neighbor).

**What are the rules for making up a snow day?**

Our district provides enough instructional time under state law that the equivalent of three cancelled days will not have to be made up. June 9, June 12, and June 13 are designated as make-up days if more than three days are cancelled.

In conclusion, please remember that the decision to close school or delay openings due to inclement weather is based on the best information available at the time the decision is made; however, we can never be sure how the weather will affect all 117 square miles of the school district. If you do not feel that it is safe for your child to attend school or your teenager to drive to school, use your best judgment. Weather-related absences are excused absences. Your support is appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Mary Whitrock".

Dr. Mary Whitrock  
Superintendent of Schools