

## STUDENT PERSONNEL

### Series 500

#### ADMINISTRATIVE REGULATION EMERGENCY SCHOOL CLOSINGS No. 507.5R1

The superintendent/designee, will have the authority to close, dismiss and delay the opening of schools because of extreme weather or other emergency conditions for the length of time the emergency exists. The superintendent/designee will make provisions to publicly announce such closings, dismissals or delayed opening via available mass communication media as soon as possible after the decision is made

#### **Emergency School Closing Procedures**

##### *Non-Weather Emergencies*

If classes at any school are cancelled or students are dismissed early due to an emergency other than weather, activities will be cancelled or adjusted depending upon the emergency.

##### *Weather Emergencies*

#### **High School**

If school is cancelled or dismissed early because of weather, there shall be no meetings, practices, or rehearsals by student groups, teams, or organizations. If school is canceled and weather and road conditions improve during the day, a decision regarding optional/voluntary practices will be made on a case-by-case basis by the superintendent and athletic director.

#### **Middle Schools**

All activities will be cancelled, unless part of an approved high school activity.

#### **Elementary**

All activities will be cancelled. SAS Club and KTC will be held at their normal locations with the request that parents pick up their child (ren) as soon as possible. Sites will close at 5:00 p.m. and parents will be required to pick up their child (ren) by 5:00 p.m. If school is dismissed early and afternoon preschool has not yet started, afternoon preschool will be canceled.

#### **Meetings**

District/building meetings will be cancelled.

#### **Weekend Events**

The superintendent/designee, in consultation with the responsible administrator, will decide if weekend events should be cancelled.

#### **Community Education and Non-School Events**

If and when the district administration decides to dismiss school early or cancel the entire day due to weather, then all community education classes/activities (adult and youth) will also be canceled for that day. Any rentals (includes gym use) scheduled for a day when school is dismissed early or not held will also be canceled. . If the weather turns bad or an emergency arises after school is over for the day and before the evening event, it is up to the responsible school administrator to decide if their event is going to be held. The administrator needs to communicate this decision to all the participants in a timely manner.

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