

**MENOMINEE INDIAN SCHOOL DISTRICT**

723.3-Rule

**EMERGENCY SCHOOL CLOSING PROCEDURES**

Weather forecasts and road conditions will be checked well in advance of any closing of school due to inclement weather. The District Administrator will contact the Menominee county sheriff's office and the Menominee county highway commissioner as a means of checking on weather conditions throughout the District.

A. School Cancellation

1. A decision may be made by the District Administrator to cancel school for the day. If weather is so bad that buses cannot be dispatched by 7 a.m., all schools will be closed for students.
2. The following shall be notified:
  - a. Designated radio and television stations (Radio: WRLO; WHDG, WTCH. Television: WLUK-Channel 11; WBAY-Channel 2; WFRV-Channel 5; WGBA-Channel 26). Announcements of closing of school will be made via local radio and television stations between 6 and 7 a.m.
  - b. Menominee county central dispatch
  - c. Other Menominee agencies

B. Delayed Opening (Snow Day)

1. A decision may be made by the District Administrator to delay the bus pickup schedule.
2. Notification shall be made as outlined in A-2 above.
3. If weather is questionable and there is a delay in dispatching buses, announcements will be made on the radio as to when the buses will be sent out. Bus routes will start approximately at 9:00 a.m.
4. In the event that school is delayed, the scheduled starting times are as follows:

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- a. Teachers: 10:00 a.m.
- b. Students: 10:30 a.m.
- c. Twelve-month employees: normal scheduled start time
- d. Night custodians: normal time as indicated in the contract

C. Early Closing

If weather conditions become, or possibly may become, hazardous/severe when school is in session, the District Administrator may close school before the end of the regularly scheduled day. The District Administrator will use a weather scanner for gathering weather information. The District Administrator/designee then will notify:

- 1. Building principals (all students will go home on regular buses. Late activity buses will not run);
- 2. The transportation supervisor;
- 3. Area radio stations;
- 4. Menominee agencies

APPROVED: December 1992

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