

Central Linn School District 552-C

Code: **EBCD-AR**
Adopted: 6/13/94
Revised: 4/14/05

District Procedures for Emergency School Closures

- 1.0 The determination if schools are to be closed, dismissed or have delayed opening will be determined by the district transportation supervisor, maintenance supervisor, building principal and the superintendent as needed. They shall review and study all conditions and determine a necessary and safe school closure.
- 2.0 The notification of a school closure, delayed opening or early dismissal shall be:
 - 2.1 The superintendent or designee is to contact the emergency website www.flashnews.net and post all emergency school closures. By using this website all radio and television stations in the Willamette Valley region will be notified electronically of the district's specific emergency procedures.

Building principals are to notify clerical assistants and building secretaries. They are to report if conditions are safe and as needed by the building principal. If no work - no pay.
 - 2.2 When school is canceled because of emergency weather conditions, notice will normally start to be issued before 6:30 A.M.
 - 2.3 Canceling school for a day means teachers need not report. When the number of student classroom days is less than the Board approved school calendar, the district has the option to extend the school year to compensate for those days missed.
- 3.0 All administrators and supervisors report to the work place when conditions are reasonably safe to assist with the emergency.

END OF DISTRICT ADMINISTRATIVE RULE

References:
School Board Policy EBCD