



Inclement Weather/Emergency Closure Staffing Requirements

FEA (Teachers and other Certified Staff) - FEA members do not report to work on emergency closure days with the exception of Head Teachers who are expected to report on emergency closure days. Contract extensions will be issued to Head Teachers as appropriate. The school calendar will be adjusted accordingly and may include additional days. Tentative make-up days for bad weather are designated on the school calendar. Teachers should plan summer activities after these tentative make-up days have passed to ensure their availability.

FPA (Principals) - All FPA members, principals and assistant principals, are expected to report on emergency closure days. The FPA calendar will be adjusted accordingly. FPA members who are unable to report to work and work full days on emergency closure days will use appropriate leave for the day.

ESSA (Classified Staff) - ESSA employees, other than the exceptions listed below, do not report to work on emergency closure days. Employees required to report, but unable to do so or unable to work the full day, will use appropriate leave for the day.

****ALL Elementary, Secondary, and Charter Schools:***

- *Administrative secretary;*
- *Day custodian; and*
- *Head custodian are required to report.*

****Anderson Elementary, Ben Eielson Jr./Sr. High School & Crawford Elementary:***

- *One classified employee identified at the beginning of each year;*
- *Day custodian; and*
- *Head custodian are required to report.*

****FMD Grounds Crew and other required personnel, per the Executive Director of FMD***

Article 10.5 of the ESSA Negotiated Agreement provides paid time for two (2) emergency closure days. Should the District experience emergency closure for more than two (2) days, employees may use personal or annual leave, or take leave without pay for those additional days.

Exempt Staff - Exempt staff are required to work on emergency closure days. Exempt employees who are unable to report for work on emergency closure days will use appropriate leave for the day.

All employees who are required to work should consider their safety and that of their own family first. An employee who is required to report but unable to safely drive to work should contact his or her immediate supervisor. Employees required to work are expected to work a full day. Employees required to work but unable to report, will use appropriate leave.

All employees on preapproved or continuing sick leave may continue to claim sick leave as appropriate.