

## **Clark County School District No. 161**

### **INSTRUCTION**

**2210P**

#### School Closure

All students, parents, and school employees should assume that school will be in session and buses running as scheduled, unless there is official notification from the Superintendent to the contrary. Such notice will be given via public media.

In the event that extremely cold temperatures, wind chill factors, snow, wind or other circumstances require a modification of the normal routine, the Superintendent will make the modification decision no later than 6:00 a.m. by multiple means of communication. Example reverse 911, remind text, and social media.

#### Work Schedules and Responsibilities for School Closures

##### Superintendent

Only the Superintendent shall have the authority to close schools. The Superintendent will be on duty throughout any existing or potential emergency situation, day or night. All orders that are of doubtful origin should be confirmed with the Superintendent.

##### Central Administrative Personnel

Central administrative personnel may be expected to report for duty on their assigned shifts in the event of any school closure insofar as is safely possible. Additional hours may be required, especially of the Maintenance Supervisor, Business Manager and Transportation Supervisor, depending on the nature of the emergency.

If schools are closed for weather or other emergency conditions, staff are not expected to report for duty unless directed otherwise. In cases of school closures, the days may have to be made up at another time; thus staff will typically still fulfill their contract/scheduled days.

Legal Reference: I.C. § 33-512 Governance of schools  
IDAPA 08.02.A.1.3

##### Procedure History:

Adopted on: 09/13/2011

Revised on: 06/09/2014

Revised on: 09/09/2021

Revised on 4/14/2022

