

Wilson County Board of Education

Policy Description:

Emergency Closings

Policy Number:

1.8011

Amended Date:

06/04/07

Rescinds:

Reviewed: 06/10

Issued: 06/03/04

1 The Board authorizes the Director of Schools to close schools in the event of hazardous weather or any other
2 emergency which presents a threat to the safety of students, staff members, or school property.¹

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4 As soon as the decision to close schools is made, the Director of Schools shall notify the public media and
5 request that an announcement be made.

6
7 If school is not in session or is dismissed early due to snow or inclement weather, all scheduled activities in
8 which students are involved will be postponed or cancelled.

9
10 The Executive Committee shall review the weather situation upon request from the school principal, and a
11 decision will be made on scheduled activities when school is not in session or dismissed early.

12
13 Inclement weather does not usually warrant the closing of offices operating on a twelve (12) month basis.

14 Unless the Director of Schools announces the closing of these offices, traveling to and from work in snow or
15 other inclement weather becomes a personal decision on the part of the employee. Therefore, each employee
16 should make a personal judgment pertaining to his/her own safety in regard to travel. Employee absences due
17 to inclement weather will be handled in the following manner:

- 18
19 1. The absence shall be charged against the employee's annual vacation leave or as leave without pay.
20 2. All deductions for absences will be made during the pay period in which such absence occurs; or, in the
21 event payrolls are prepared and turned in prior to the absence, the deduction shall appear at the next
22 regular pay period.

23
24 The building level supervisor will be responsible for security.

25
26 On days when school is closed because of inclement weather, building level classified employees who work ten
27 (10) or eleven (11) months do not report to work unless asked to do so by the Director of Schools.

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¹ TCA 49-6-3004(e)(1); TRR/MS 0520-1-3-.02(1)(b)