

**District:** Tupelo Public School District  
**Section:** E - Business Management  
**Policy Code:** EBBB - Emergency Closings

## **EMERGENCY SCHOOL CLOSINGS**

The Board recognizes and accepts its duty and authority to maintain and operate all the schools under its control for such length of time during the year as may be required.  
37-7-301 (m)

The Board authorizes the Superintendent to close any school because of an epidemic prevailing in the District or because of the death, resignation, sickness or dismissal of a teacher or teachers or because of any other emergency necessitating the closing of the school.

The Superintendent is hereby authorized to declare an emergency and to close or delay the opening of schools and District offices or dismiss them early in event of natural disaster, inclement weather or other emergencies which threaten the safety, health, or welfare, of students or staff members or threaten school property. The Superintendent will take such action only after consultation with transportation, emergency management, weather authorities or other agencies as necessitated by the circumstances. The Superintendent shall notify the Board of the decision to close the schools. However, all such schools so closed shall operate for the required full time after being reopened during the scholastic year, unless the Board submits a plan to alter the school term that is approved by the State Board of Education under the authority of Section 37-13-63 (2). 37-13-65

## **DISASTER EMERGENCY**

If Board determines that it is not economically feasible or practicable to operate any school within the District for the full one hundred eighty (180) days required for a scholastic year due to an enemy attack, a manmade, technological or natural disaster, or extreme weather emergency in which the Governor has declared a disaster or state of emergency or the U.S. President has declared an emergency or major disaster to exist in this state, the Board may notify the State Department of Education of the disaster or weather emergency and submit a plan for altering the school term.

If the State Board of Education finds the disaster or extreme weather emergency to be the cause of the school not operating for the contemplated school term and that such school was in a school district covered by the Governor's or President's disaster or state of emergency declaration, it may permit that school board to operate the schools in its district for less than one hundred eighty (180) days; however, in no instance of a declared disaster or state of emergency under the provisions of this subsection shall a school board receive payment from the State Department of Education for per pupil expenditure for pupils in average daily attendance in excess of ten (10) days.

## **Leave Due to Declared Emergency Closures**

The school board may, in its discretion, provide additional emergency leave with pay for all employees (professional, certified, and classified) in the event of declared emergency closures.

### ADMINISTRATIVE PROCEDURES

1. In the event that bad weather is forecast or becomes apparent prior to the beginning of a school day, the Director of Transportation will personally survey road conditions prior to 4:30 a.m.
2. Should the Director of Transportation determine that a decision to close schools is recommended, he/she shall notify the superintendent's designee by 5:00 a.m. Designated members of senior staff will further review weather forecasts, street conditions and other pertinent information prior to making a recommendation to the superintendent by 5:15 a.m.
3. Should it become necessary to close any or all of the schools in the District by reason of weather or other emergency conditions, parents and staff will be notified through an automated calling system and local media by 6:00 a.m.
4. Announcements will be made only in the event of emergency school closing, and if no such announcement is made, it should be concluded that all schools will operate as scheduled.
5. In the event of emergency closings all principals, assistant principals, secretaries, cafeteria managers, and custodians will report for duty until released by the principal or department supervisor.
6. Should emergency conditions develop following the opening of the school day, the superintendent shall meet with senior staff to determine if the safety and well-being of students and staff is best served by an early dismissal. This decision will be made in consideration of the fact that many parents or guardians may be away from home during the school day.  
If weather or safety issues warrant an early dismissal, notification to parents will be made through an automated calling system and local media with as much advance notice as possible.  
Should conditions develop during the school day requiring emergency closing of schools, notification of a dismissal time for students will be the same procedure as that utilized before school.
7. Should school not be closed when severe weather or emergency conditions exist, the judgment of parents will be respected regarding whether to allow their children to attend or remain in school. All personnel will be dismissed at the direction of the superintendent.

**Adopted Date:** 11/10/2010

**Approved/Revised Date:**