



# Independent School District 192 Farmington, Minnesota

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October 2009

Dear Parent/Guardian:

As the winter months approach, it is important for you to be aware of procedures the district employs when considering school closures, delays or early releases. In making the decision to close schools, the Superintendent or designee will consider many factors relating to the safety and health of children. Conditions which would prompt consideration to close schools could be:

1. Weather conditions, both existing and predicted.
2. Actual occurrence or imminent possibility of any emergency condition which would make the operation of schools difficult or dangerous.
3. Inability of teaching personnel to report for duty, which might result in inadequate supervision of students.

When a severe storm hits the area or is forecast, the Superintendent or designee will begin the decision making process as early as 4 am. Contacts will be made with the Weather Bureau, county road crews, and the District's Buildings and Grounds Department. The District's bus contractor, Marschall Lines, will be consulted as to the company's capability to staff its buses and navigate the routes.

The following procedures provide for maximum protection and attempt to permit school attendance as much as possible.

The most common situations regarding winter storm emergencies are:

1. School will be closed because of a storm and buses will not go out on routes. No classes will be held.
2. A delay in school opening time will be announced. School may start late and buses may go out on routes prior to the time school begins.
3. Because of the nature of weather conditions, at certain times it may be advisable that kindergarten or certain other classes/programs not be held. In such instances, announcements will be made that school will be in session with the exception of those grades/programs/classes designated in the announcement.

Procedure will be as follows when it is necessary to close or cancel school:

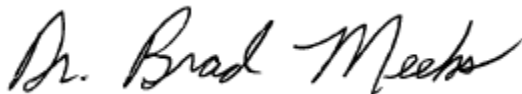
1. Schools will close – No classes will be held.
  - a. Announcements will be made on radio station WCCO and television stations WCCO, KSTP, KARE, and FOX and the school district web page, [www.farmington.k12.mn.us](http://www.farmington.k12.mn.us), prior to 6:30 am that school will be closed, if possible. Students should not report to school.
2. Students should report to school late.
  - a. If school is to have a late start, an announcement will be made on radio station WCCO and television stations WCCO, KSTP, KARE, and FOX and the school district web page, [www.farmington.k12.mn.us](http://www.farmington.k12.mn.us), prior to 6:30 am if possible. All students and parents will be expected to listen for these announcements and students shall report to school. Rural buses will operate on a schedule to deliver students in time for a late start. Dismissal will be at the regular time.
3. Storms which occur after students are in school.
  - a. City students will be sent to their homes before conditions become too difficult.
  - b. If conditions warrant, bus students will be sent home early. Announcements will be made over radio station WCCO and television stations WCCO, KSTP, KARE, and FOX and the school district web page, [www.farmington.k12.mn.us](http://www.farmington.k12.mn.us). Each rural student shall indicate a home within the city where he/she can stay during inclement weather. If necessary, students will be assigned to homes.

Parents' decision as to the weather conditions will be honored at all times. If a parent decides that weather conditions are such that his/her child shall not go to school or is to be excused during the school day, a note to the principal or a phone call will excuse the student for the time missed.

Parents and teachers are requested not to call the schools for general information because calling the offices ties up the telephone lines that may be needed for emergency communications.

Should you have any questions about these procedures, please feel free to contact your building principal or my office.

Sincerely,



Dr. Brad Meeks  
Superintendent of Schools